



## AIMS K-12 College Prep Charter District

### AIMS Board Meeting

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#### Date and Time

Thursday May 22, 2025 at 6:45 PM PDT

#### Location

171 12th Street, Oakland, CA 94607

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

Join Zoom Meeting

<https://us02web.zoom.us/j/6614266860?pwd=czlXWTUwZlZ5Zm41QkhsVXFMTDI3dz09>

Meeting ID: 661 426 6860

Passcode: Pu2kiv

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Meeting ID: 661 426 6860

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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></div> <div></div> <div>1 m</div> <div>1 m</div> <div>4 m</div> <div></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. <b>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).</b></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. <b>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).</b></div>			

	Purpose	Presenter	Time
<b>II. Approve Board Meeting Minutes</b>			<b>6:55 PM</b>
<b>A.</b> AIMS Special Board Meeting: Minute Approvals 3/27/2025	Approve Minutes	Jaime Colly	1 m
<b>B.</b> AIMS Board Meeting Minutes: 4/15/25	Approve Minutes	Jaime Colly	3 m
<b>C.</b> AIMS Special Board Meeting: Minute Approvals 4/29/25	Approve Minutes	Jaime Colly	5 m
<b>D.</b> AIMS Special Board Meeting: Minute Approvals 5/12/25	Approve Minutes	Jaime Colly	5 m
<b>III. Information (Non-Action) Items</b>			<b>7:09 PM</b>
<b>A.</b> President's Report	FYI	Jaime Colly	3 m
<b>B.</b> Superintendent's Report	FYI	Superintendent Woods-Cadiz	3 m
<b>C.</b> Staff Reports Site Report- J.Li Academics- C. Ahmad Sped Dept- D. Woods Health and School Support Services- M. Magana	FYI	Julia Li	10 m
<b>IV. Consent Calendar</b>			<b>7:25 PM</b>
<b>A.</b> HR Manager Position	Vote	Tiffany Tung	3 m
<b>B.</b> Oakland Promise	Vote	Julia Li	3 m

	Purpose	Presenter	Time
<b>C.</b> Senior UCLA Tour Charter Bus	Vote	Julia Li	3 m
<b>D.</b> ELOP Budget 24-25	Vote	Jimmie Brown	3 m
<b>E.</b> SCOE MOU	Vote	Christopher Ahmad	3 m
<b>F.</b> Harris School Solutions	Vote	Tiffany Tung	3 m
<b>G.</b> LunchMasters	Vote	Tiffany Tung	3 m
<b>H.</b> FY 25-26 Salary Schedule	Vote	Tiffany Tung	3 m
<b>I.</b> Prop 2 Facilities Grant	Vote	Marisol Magana	3 m
<b>V. Action Items</b>			<b>7:52 PM</b>
<b>A.</b> KIT Grant	Vote	Tiffany Tung	5 m
<b>B.</b> Graduation and Summer Activities Report	Discuss	Jaime Colly	5 m
<b>C.</b> Interim JD-Executive Director	Vote	Jamie colly	5 m
<b>D.</b> Edgility Contract Review	Vote	Kimi Kean	5 m
<b>E.</b> Data Consulting Contract	Vote	Jaime Colly	5 m
<b>VI. Closed Session</b>			<b>8:17 PM</b>
<b>A.</b> Public Comment on Closed Session Items	FYI		5 m
<p>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. <b>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></p>			
<b>B.</b> Recess to Closed Session	FYI	Jaime Colly	5 m
<p>Pursuant to the Brown Act (Government Code Section 54957.6), the following items will be discussed in closed session:</p>			
<p>1. Conference with Legal Counsel- Anticipated Litigation (Gov. Code Section 54956.9)</p>			



	Purpose	Presenter	Time
	<ul style="list-style-type: none"> <li>Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: 4 Matters</li> </ul>		
C.	Report from Closed Session	FYI	Jaime Colly
			2 m
VII.	Closing Items		8:29 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 June 17th, 2025, 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](http://www.aimsk12.org), on or before May 19th, 2025 before 6:45 PM.

Certification of Posting

# Coversheet

## AIMS Special Board Meeting: Minute Approvals 3/27/2025

Section:	II. Approve Board Meeting Minutes
Item:	A. AIMS Special Board Meeting: Minute Approvals 3/27/2025
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for AIMS Special Board Meeting on March 27, 2025

APPROVED



## AIMS K-12 College Prep Charter District

### Minutes

#### AIMS Special Board Meeting

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##### Date and Time

Thursday March 27, 2025 at 6:30 PM

##### Location

Members of the Board will be Joining virtually from the listed addresses below:

President Jaime Colly: 4239 Park Blvd, Oakland, CA 94602

Director Steven Leung and VP Chris Edington: 2450 Washington Ave, Suite 100, San Leandro, CA 94577

Director Kimi Kean: 4153 Fruitvale Ave, Oakland, CA 94602

Director Jumoke Hinton: 1121 12th Street, Oakland, CA 94602

Director Megan Sweet: 3926 Edgemoor Place, Oakland, CA 94605

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

Join Zoom Meeting

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

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Click on the link below to submit Public Comment:

<https://docs.google.com/forms/d/e/1FAIpQLScK0rD4rkfpiHrMyGtxnKaPECne4SfCG-5ezqD3xUALg00TAQ/viewform?usp=sharing>

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### Directors Present

C. Edington (remote), J. Colly (remote), J. Hinton (remote), K. Kean (remote), M. Sweet (remote)

### Directors Absent

S. Leung

### Guests Present

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

## I. Opening Items

### A. Call the Meeting to Order

J. Colly called a meeting of the board of directors of AIMS K-12 College Prep Charter District to order on Thursday Mar 27, 2025 at 6:35 PM.

### B.

## Record Attendance and Guests

### C. Adoption of Agenda

J. Colly made a motion to Adopt the Agenda.

K. Kean seconded the motion.

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

#### Roll Call

S. Leung Absent

C. Edington Aye

J. Colly Aye

M. Sweet Aye

K. Kean Aye

J. Hinton Aye

### D. Public Comment on Agenda Items

### E. Public Comment on Non-Agenda Items

## II. Action Items

### A. Appraisal invoice

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

#### Roll Call

M. Sweet Aye

C. Edington Aye

J. Colly Aye

S. Leung Absent

K. Kean Aye

J. Hinton No

### B. Nomination Committee

The board deliberated on establishing a formal process and system for proposing a nomination committee. Additionally, they considered the possibility of including employees in the nomination committee.

## III. Closed Session

### A. Public Comment on Closed Session Items

### B. Recess to Closed Session

At 6:48 pm, the board transitioned into a closed session.

### **C. Report from Closed Session**

The board reconvened from its closed session at 8:58 PM.

## **IV. 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 9:00 PM.

Respectfully Submitted,  
J. Colly

### **B. NOTICES**

# Coversheet

## AIMS Board Meeting Minutes: 4/15/25

<b>Section:</b>	II. Approve Board Meeting Minutes
<b>Item:</b>	B. AIMS Board Meeting Minutes: 4/15/25
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for AIMS Board Meeting on April 15, 2025

APPROVED



## AIMS K-12 College Prep Charter District

### Minutes

#### AIMS Board Meeting

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##### Date and Time

Tuesday April 15, 2025 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

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Meeting ID: 661 426 6860

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#### **Directors Present**

C. Edington, J. Colly, J. Hinton, K. Kean (remote), M. Sweet, S. Leung

#### **Directors Absent**

*None*

#### **Directors who arrived after the meeting opened**

S. Leung

#### **Guests Present**

A. Hutchings, M. Woods-Cadiz

### **I. Opening Items**

#### **A. Call the Meeting to Order**

J. Colly called a meeting of the board of directors of AIMS K-12 College Prep Charter District to order on Tuesday Apr 15, 2025 at 6:55 PM.

#### **B. Record Attendance and Guests**

#### **C. Adoption of Agenda**

J. Colly made a motion to Adopt the agenda.

C. Edington seconded the motion.

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

#### **D. Public Comment on Agenda Items**

**E. Public Comment on Non-Agenda Items**

**II. Approve Board Meeting Minutes**

**A. AIMS Board Meeting: Minute Approvals 2/25/2025**

J. Colly made a motion to approve the minutes from.

C. Edington seconded the motion.

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

**B. AIMS Board Meeting Minutes: 3/18/25**

J. Colly made a motion to approve the minutes from AIMS Board Meeting on 03-18-25.

M. Sweet seconded the motion.

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

**C. 3/11/25**

J. Colly made a motion to approve the minutes from AIMS Special Board Meeting on 03-11-25.

M. Sweet seconded the motion.

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

**Roll Call**

J. Hinton	Aye
J. Colly	Aye
K. Kean	Aye
M. Sweet	Aye
C. Edington	Abstain
S. Leung	Absent

**D. 4/10/25**

J. Colly made a motion to approve the minutes from.

M. Sweet seconded the motion.

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

**Roll Call**

J. Hinton	Aye
M. Sweet	Aye
S. Leung	Absent
C. Edington	Abstain
K. Kean	Aye
J. Colly	Aye

**III. Information (Non-Action) Items**

**A.**

## President's Report

### B. Superintendent's Report

S. Leung arrived at 7:01 PM.

### C. Staff Reports

## IV. Consent Calendar

### A. Job Descriptions

J. Colly made a motion to Approve.

M. Sweet seconded the motion.

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

#### Roll Call

K. Kean Aye

S. Leung Aye

M. Sweet Aye

C. Edington Aye

J. Colly Aye

J. Hinton Aye

### B. AIMS K-12 School Calendar 2025-2026

J. Colly made a motion to Approve.

M. Sweet seconded the motion.

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

#### Roll Call

C. Edington Aye

J. Colly Aye

M. Sweet Aye

S. Leung Aye

J. Hinton Aye

K. Kean Aye

### C. Host School Agreement

J. Colly made a motion to Approve.

M. Sweet seconded the motion.

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

#### Roll Call

J. Colly Aye

J. Hinton Aye

K. Kean Aye

M. Sweet Aye

**Roll Call**

C. Edington Aye

S. Leung Aye

**D. Learning Recovery Emergency Block Grant**

J. Colly made a motion to Approve.

M. Sweet seconded the motion.

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

**Roll Call**

M. Sweet Aye

J. Hinton Aye

S. Leung Aye

K. Kean Aye

C. Edington Aye

J. Colly Aye

**E. AMIM Discretionary Block Grant**

J. Colly made a motion to Approve.

M. Sweet seconded the motion.

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

**Roll Call**

C. Edington Aye

K. Kean Aye

J. Hinton Aye

J. Colly Aye

M. Sweet Aye

S. Leung Aye

**F. Prop 28**

J. Colly made a motion to Approve.

M. Sweet seconded the motion.

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

**Roll Call**

S. Leung Aye

C. Edington Aye

M. Sweet Aye

K. Kean Aye

J. Colly Aye

J. Hinton Aye

**G. Senior Letterman Jackets**

J. Colly made a motion to Approve.

M. Sweet seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

J. Hinton Aye  
S. Leung Aye  
M. Sweet Aye  
K. Kean Aye  
C. Edington Aye  
J. Colly Aye

**H. Santa Cruz GoFundMe Proposal**

J. Colly made a motion to Approve.  
M. Sweet seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

K. Kean Aye  
C. Edington Aye  
J. Hinton Aye  
M. Sweet Aye  
S. Leung Aye  
J. Colly Aye

**I. Gym Rental Proposal**

J. Hinton made a motion to Approve.  
M. Sweet seconded the motion.  
Approved with notes to include an additional clause in the contract outlining a contingency plan in case we are left with only two schools following the ACOE decision.  
The board **VOTED** to approve the motion.

**Roll Call**

S. Leung Aye  
K. Kean Aye  
C. Edington Aye  
J. Hinton Aye  
J. Colly Aye  
M. Sweet Aye

**J. ATX Learning MOU**

J. Colly made a motion to Approve.  
M. Sweet seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

M. Sweet Aye

**Roll Call**

J. Colly Aye  
S. Leung Aye  
J. Hinton Aye  
K. Kean Aye  
C. Edington Aye

**K. February Employment Contracts**

J. Colly made a motion to Approve.  
M. Sweet seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

M. Sweet Aye  
J. Hinton Aye  
S. Leung Aye  
K. Kean Aye  
C. Edington Aye  
J. Colly Aye

**L. Restricted Funding Spending Review**

J. Colly made a motion to Approve.  
M. Sweet seconded the motion.  
The board **VOTED** to approve the motion.

**M. Computer Purchase Agreement**

J. Colly made a motion to Approve.  
M. Sweet seconded the motion.  
The board **VOTED** to approve the motion.

**N. AT&T Dedicated Internet Agreement**

J. Colly made a motion to Approve.  
M. Sweet seconded the motion.  
The board **VOTED** to approve the motion.

**O. Hearing Conservation Associates Agreement**

J. Colly made a motion to Approve.  
M. Sweet seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

K. Kean Aye  
S. Leung Aye  
J. Hinton Aye

**Roll Call**

J. Colly Aye  
C. Edington Aye  
M. Sweet Aye

**P. Parent Square Agreement**

This item was discussed and tabled during the finance committee meeting and will therefore be removed or excluded from the consent calendar.

**Q. Board Resolution Surplus**

J. Colly made a motion to Approve.  
M. Sweet seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

C. Edington Aye  
M. Sweet Aye  
S. Leung Aye  
J. Hinton Aye  
J. Colly Aye  
K. Kean Aye

**V. Action Items**

**A. Nominating Committee**

**B. Site Report: AIMS GOLDEN EAGLES MOBILE LIBRARY**

The report was presented as an informational staff update and did not require any formal action or a vote.

**C. Follow-Up on Fundraising/Crowdfunding Approval**

Shifted to the consent calendar.

**D. Middle School Dress Code**

M. Sweet made a motion to Approve.  
J. Colly seconded the motion.  
Approved with the stipulation that black hoodies are strictly prohibited under the dress code policy.  
The board **VOTED** to approve the motion.

**Roll Call**

S. Leung Aye  
C. Edington Aye  
J. Hinton Aye

**Roll Call**

K. Kean      Aye  
J. Colly      Aye  
M. Sweet    Aye

**VI. Closed Session**

**A. Public Comment on Closed Session Items**

**B. Recess to Closed Session**

The board entered a closed session at 8:35 PM.

**C. Report from Closed Session**

There were no reports issued from the closed session. The board reconvened from the closed session at 9:23 PM.

**VII. 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 9:23 PM.

Respectfully Submitted,  
C. Edington

**B. NOTICES**



# Coversheet

## AIMS Special Board Meeting: Minute Approvals 4/29/25

<b>Section:</b>	II. Approve Board Meeting Minutes
<b>Item:</b>	C. AIMS Special Board Meeting: Minute Approvals 4/29/25
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for AIMS Special Board Meeting on April 29, 2025

APPROVED



## AIMS K-12 College Prep Charter District

### Minutes

#### AIMS Special Board Meeting

---

##### **Date and Time**

Tuesday April 29, 2025 at 6:30 PM

##### **Location**

Members of the Board will be Joining virtually from the listed addresses below:

President Jaime Colly: 4239 Park Blvd, Oakland, CA 94602

Director Steven Leung and VP Chris Edington: 2450 Washington Ave, Suite 100, San Leandro, CA 94577

Director Kimi Kean: 4153 Fruitvale Ave, Oakland, CA 94602

Director Jumoke Hinton: 171 12th Street, Oakland, CA 94602

Director Megan Sweet: 3926 Edgemoor Place, Oakland, CA 94605

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

Join Zoom Meeting

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#### **Directors Present**

C. Edington, J. Colly (remote), J. Hinton (remote), K. Kean (remote), M. Sweet (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

J. Colly called a meeting of the board of directors of AIMS K-12 College Prep Charter District to order on Tuesday Apr 29, 2025 at 6:39 PM.

### B. Record Attendance and Guests

### C. Adoption of Agenda

J. Colly made a motion to Adopt Agenda.  
 M. Sweet seconded the motion.  
 The board **VOTED** to approve the motion.

#### Roll Call

K. Kean	Aye
J. Hinton	Aye
J. Colly	Aye
C. Edington	Absent
M. Sweet	Aye
S. Leung	Absent

### D. Public Comment on Agenda Items

### E. Public Comment on Non-Agenda Items

## II. Action Items

### A. Data Contract Proposal

S. Leung arrived at 6:44 PM.  
 K. Kean made a motion to Approve.  
 J. Colly seconded the motion.  
 The board **VOTED** to approve the motion.

#### Roll Call

S. Leung	Aye
K. Kean	Aye
M. Sweet	Aye
C. Edington	Aye
J. Hinton	Aye
J. Colly	Aye

### B. CSMC Data Training

J. Colly made a motion to to conjoin items A and B, as both items contain the same content.

K. Kean seconded the motion.

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

#### **Roll Call**

K. Kean	Aye
M. Sweet	Aye
J. Hinton	Abstain
C. Edington	Aye
J. Colly	Absent
S. Leung	Aye

### **III. Closed Session**

#### **A. Public Comment on Closed Session Items**

#### **B. Recess to Closed Session**

6:59 PM recessed to closed session

#### **C. Report from Closed Session**

Upon emerging from the closed session at 8:03, Wesley Jack will be granted complete access to staff meetings and documentation, enabling him to concentrate on metrics analysis for the MOU. The Board will have final look and approval of MOU before Submission.

### **IV. 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 8:13 PM.

Respectfully Submitted,  
J. Colly

#### **B. NOTICES**

# Coversheet

## AIMS Special Board Meeting: Minute Approvals 5/12/25

<b>Section:</b>	II. Approve Board Meeting Minutes
<b>Item:</b>	D. AIMS Special Board Meeting: Minute Approvals 5/12/25
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for AIMS Special Board Meeting on May 12, 2025

APPROVED



## AIMS K-12 College Prep Charter District

### Minutes

#### AIMS Special Board Meeting

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##### **Date and Time**

Monday May 12, 2025 at 6:00 PM

##### **Location**

Members of the Board will be Joining from the listed addresses below:

President Jaime Colly: 4121 Laguna Avenue, Oakland, CA 94602

Director Steven Leung and VP Chris Edington: 2450 Washington Ave, Suite 100, San Leandro, CA 94577

Director Kimi Kean: 4153 Fruitvale Ave, Oakland, CA 94602

Director Jumoke Hinton: 171 12th Street, Oakland, CA 94602

Director Megan Sweet: 3926 Edgemoor Place, Oakland, CA 94605

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

---





## Call the Meeting to Order

J. Colly called a meeting of the board of directors of AIMS K-12 College Prep Charter District to order on Monday May 12, 2025 at 6:08 PM.

## B. Record Attendance and Guests

## C. Adoption of Agenda

J. Colly made a motion to Director Kimi Kean made a motion to amend the agenda by moving the closed session ahead of the action item section.

M. Sweet seconded the motion.

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

### Roll Call

C. Edington Abstain

K. Kean Aye

M. Sweet Aye

S. Leung Absent

J. Hinton Aye

J. Colly Aye

## D. Public Comment on Agenda Items

## E. Public Comment on Non-Agenda Items

## II. Closed Session

### A. Public Comment on Closed Session Items

### B. Recess to Closed Session

The Board went into a closed session at 6:15 PM

### C. Report from Closed Session

Back from the closed session at 7:29 PM. The Kosread Group will manage all external and internal communications regarding any changes at AIMS, including but not limited to our MOU.

## 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 8:15 PM.

Respectfully Submitted,

J. Colly

## B. NOTICES

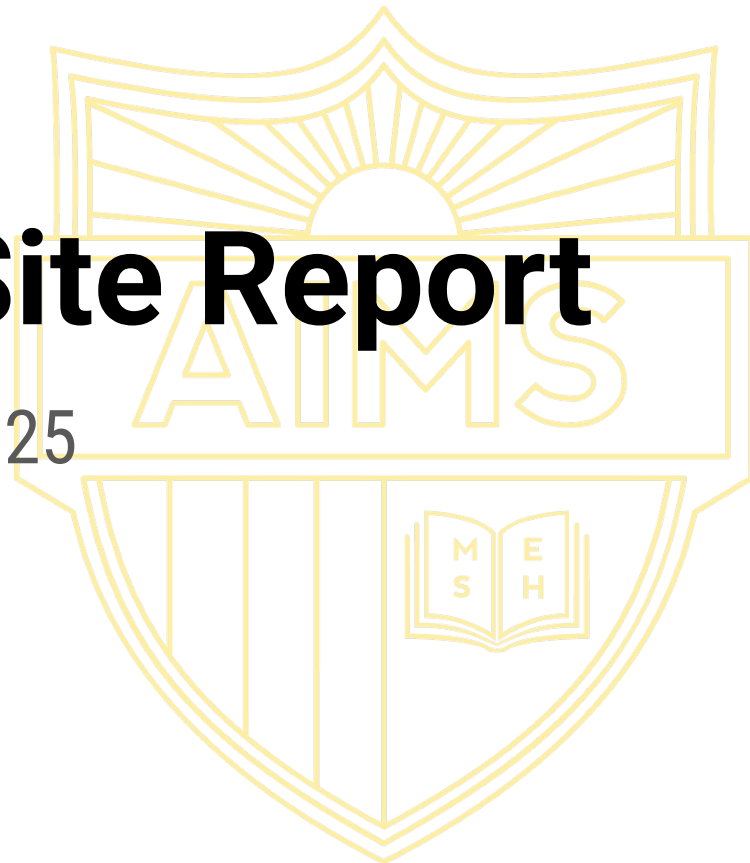
# Coversheet

## Staff Reports

<b>Section:</b>	III. Information (Non-Action) Items
<b>Item:</b>	C. Staff Reports
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	Site Report 5_2025.pdf SAT Scores Review.pdf AIMS ALL School Interim SBAC Score Analysis.pdf Executive Summary - H&SSS - May 2025 (2).pdf

# AIMS K-12 Site Report

May 2025



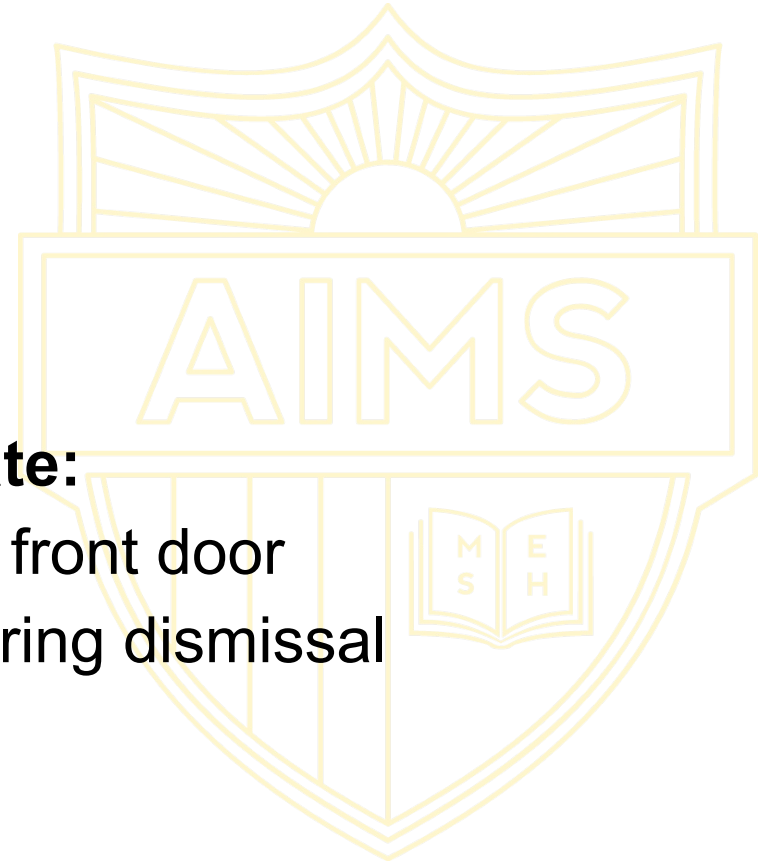
# Agenda

- Safety Plan Update
- Site Reports:
  - Elementary, Middle, High Schools
- Program Reports:
  - Student Activities Program, Athletics Program, College Bound Program



# Safety Plan

- **Arrival & Dismissal Update:**
  - MOU Parent Meetings
  - Staff Duty Update
- **Front Desk Procedure Update:**
  - Increased presence at the front door
  - Reduced student traffic during dismissal



# Elementary School

- **Field Trips Are Underway!**

Students are exploring the community through enriching, real-world experiences.

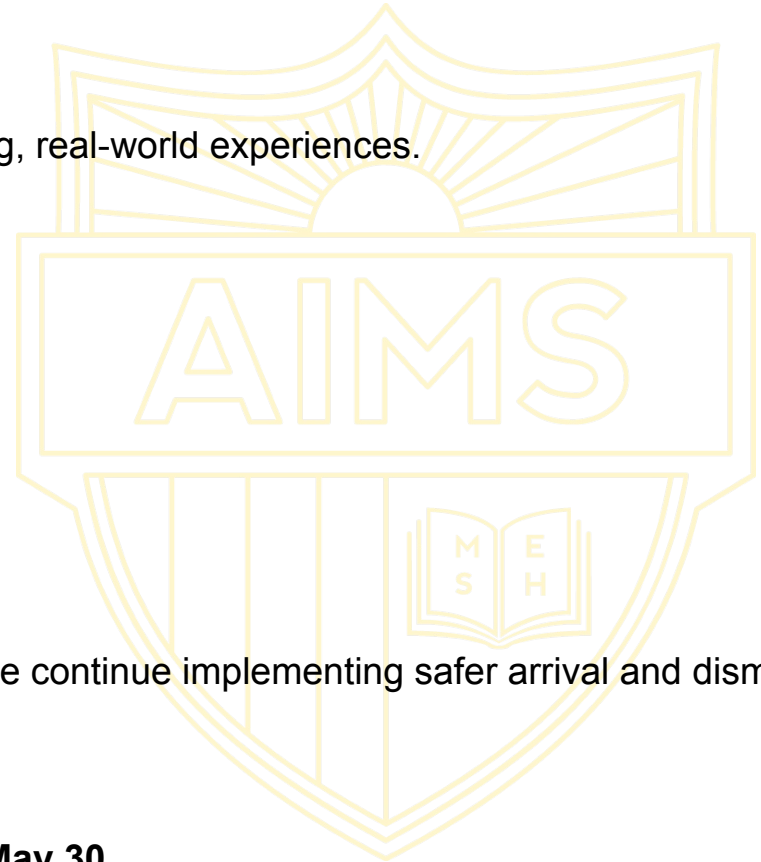
- **Earth Day / World Culture Day Dance**

A huge success! Activities included:

- Game Room
- Dance Room
- Non-Sensory Room

- **Family Support & Safety**

We're grateful for parent support and appreciation as we continue implementing safer arrival and dismissal procedures.

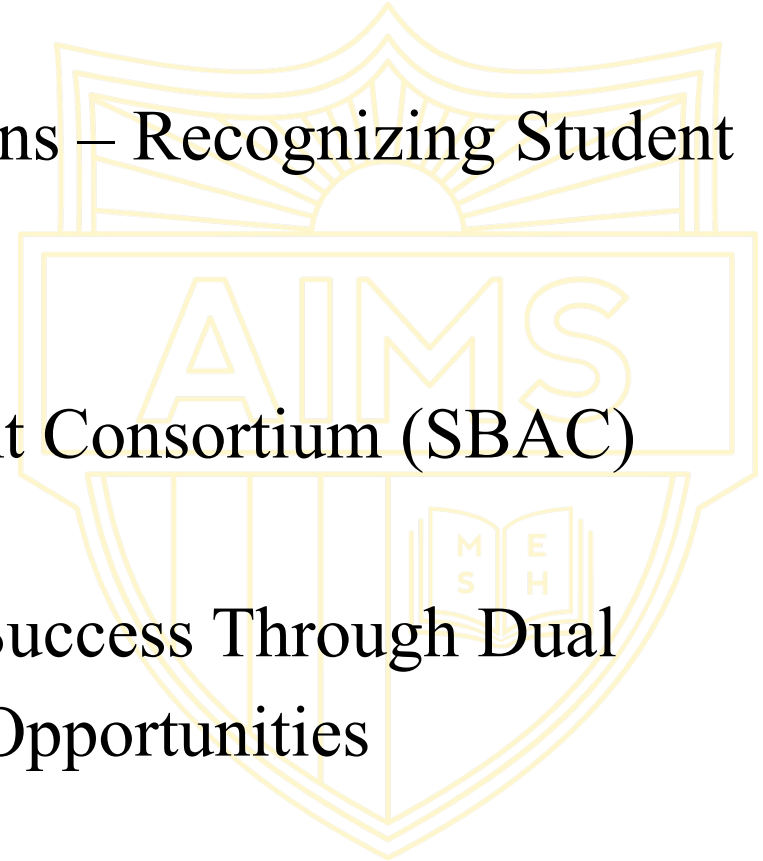


## **Upcoming SBAC Testing**

Students in **Grades 3–5** will take the SBAC from **May 19 – May 30**

# Middle School

- Academic Honors Celebrations – Recognizing Student Achievement
- Scholastic Book Fair
- Smarter Balanced Assessment Consortium (SBAC) Testing completed
- Summer programs: Student Success Through Dual Enrollment and Enrichment Opportunities





# High School

- **College Exploration: 10th & 11th Grade UC Santa Cruz Tour**

Students toured the UC Santa Cruz campus with Mr. Kabeer and Ms. Payne — hiking the full 4-mile route through hills and redwoods!

They learned about: UC Santa Cruz's academic culture, Clubs & sports, Research opportunities

- **Senior Recognition: Superintendent's & Dean's List – Q3**

Our outstanding seniors were honored for their academic excellence and celebrated with a photo alongside **Ms. Nixon**.



# Student Activities Program

- **Plantify Partnership & 8th Grade Field Trip:** A Bay Area nonprofit connecting people with nature through horticulture and ecology.
- **Women's Empowerment Panel at the High School:** Over **55 young women** participated, gaining valuable insights and inspiration.
- **Salesforce Career Exploration Day:** In partnership with **ALL Tied UP**, **17 high school students** spent a day at Salesforce in San Francisco.



# Athletics Program

🏆 **Boys Cross Country:** *League Champion:* Renzo Guzman

🏆 **Girls Cross Country:** *2nd Place:* Isabel Habte

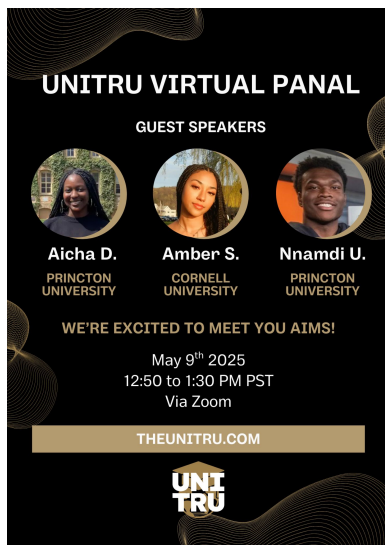
⚽ **Boys Soccer:** Reached the Championship Game

🏀 **Boys Basketball:** Advanced to the League Championship Game and Qualified for Oakland Section Playoffs

🔥 **Postseason Success:** 8 out of 9 AIMS teams advanced to the postseason in their respective sports!

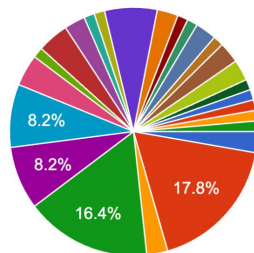
# College Bound Program

- Our 9th and 10th grade students participated in a panel discussion with three current college students, submitting over 150 thoughtful questions. Topics included: Financial aid, Managing stress, Roommate dynamics, Traveling for college, Resume and application tips, Campus life insights
- Our seniors have made their decisions — AIMS students have officially chosen their colleges for the fall!



Which College have you decided to commit to for FALL 2025 ? If you choose CC, Workforce or Americorps or military please write down a college...ere accepted into that you want to be announced.

73 responses



- UC Berkeley
- San Francisco State University (SFSU)
- Laney College
- San José State University (SJSU)
- UC Santa Cruz
- UC Davis
- Berkley City College
- University of Virginia

▲ 1/5 ▼

# Questions





# SAT Scores





## What is a good score? A bad score?


Well this all depends, a good score for one person may be different for another. This truly depends on the goal for the individual students. Ultimately, how good your score is, depends on what college you are aiming to get accepted to. For example, a 1510 (25th percentile) is a decent score if your goal is to get into Princeton, but it's an amazing score if you wanted to get accepted to Villanova (>75th percentile).



## What is a good score? A bad score? pt.2

Regardless, there are still several things we can look at. The average SAT score among all students is around **1050**, so anything higher would be better than average. A **1350** puts you among 10% of all test takers.





SAT Composite Score (Out of 1600)	Percentile (2022)
1600	99+
1550	99
1500	98
1450	96
1400	93
1350	90
1300	86
1250	81
1200	75
1150	69
1100	63
1050	53
1000	45
950	37
900	29
850	22
800	14
750	8
700	3
650	1
600 and below	1-

**Percentile** refers to the percentage of people you out performed with the score you received.

\*this is from 2022 may not be exact but will give you a rough estimate



# Scoring System

**<850** puts you at the bottom **20th percentile** making it very difficult to be competitive to any colleges

**850 - 1050** would be considered a poor to below average score (**22 - 50th percentile**), however there is a chance to be competitive in lower tiered colleges.

**1050 - 1200** puts you at a decent score (**50 - 75th percentile**), you are considered average to slightly average and can be quite competitive for a handful of colleges

**1200 - 1350** is a good score (**75 - 90th percentile**), you are considered to be highly competitive for many colleges

**1350+** is a great score (**90-99th percentile**), you are considered for the more selective colleges



## How does AIMS stack amongst other SAT test takers?

Majority of AIMS hs students sit the average to below average range, with a few in the higher ranges.

<850: 14 students

850 - 1050: 26 students

1051 - 1200: 5 students

1201 - 1350: 8 students

1350+: 3 students

# AIMS ALL School Interim SBAC Score Analysis

# Directory

1. AIPCS II
2. AIMS MS
3. AIMS HS

**G3** Grade 3 ELA - Interim Comprehensive Assessment (ICA)

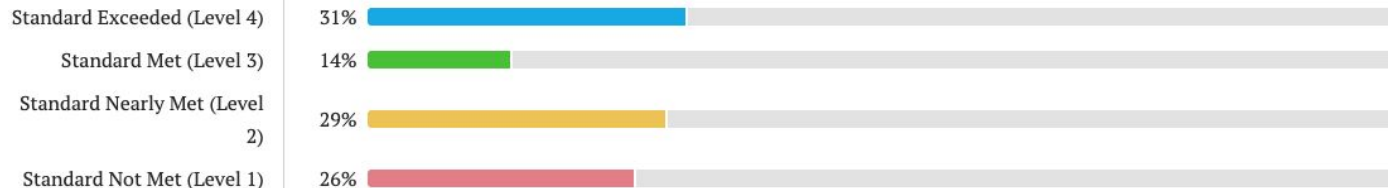
Overall

Claim

Average Scale Score

for **49** results**2432**  $\pm 14$  <sup>1</sup>

## Student Score Distribution



Show Results ▼

**G3** Grade 3 MATH - Interim Comprehensive Assessment (ICA)

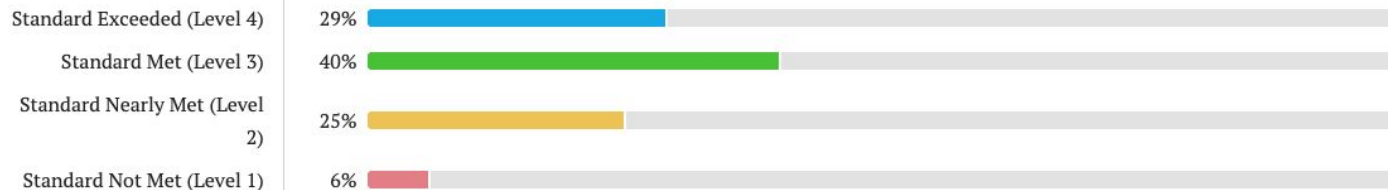
Overall

Claim

Average Scale Score

for **48** results**2477**  $\pm 11$  <sup>1</sup>

## Student Score Distribution



Show Results ▼

**G4** Grade 4 ELA - Interim Comprehensive Assessment (ICA)

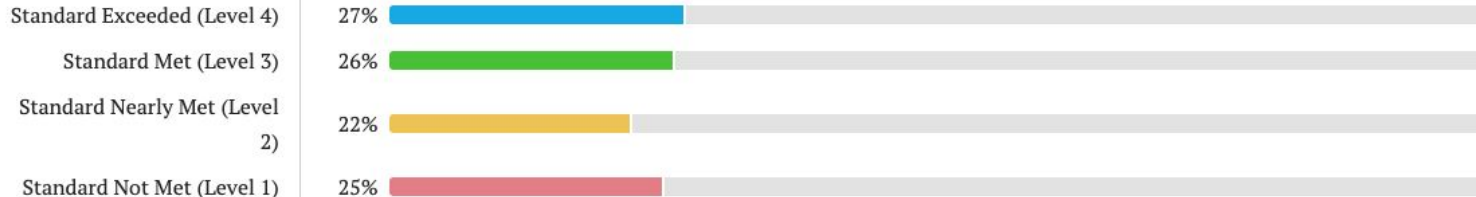
Overall

Claim

Average Scale Score  
for **83** results

**2476**  $\pm 10^0$ 

## Student Score Distribution



Show Results ▼

**G4** Grade 4 MATH - Interim Comprehensive Assessment (ICA)

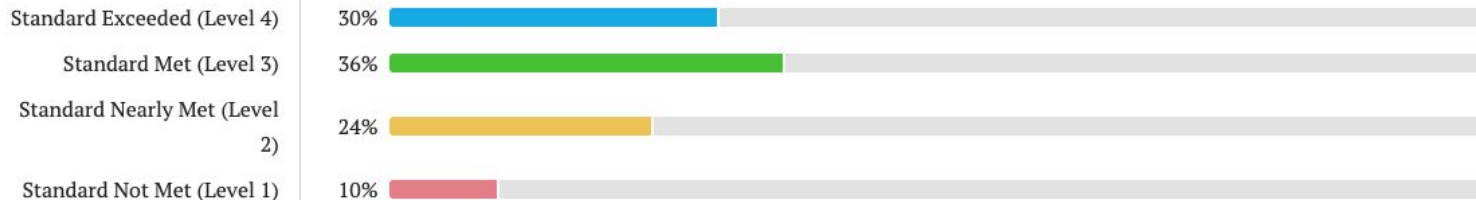
Overall

Claim

Average Scale Score  
for **59** results

**2509**  $\pm 10^0$ 

## Student Score Distribution



Show Results ▼

Powered by Board On Track

**G5** Grade 5 ELA - Interim Comprehensive Assessment (ICA)

Overall

Claim

Average Scale Score

for **81** results**2525**  $\pm 9$ <sup>1</sup>

## Student Score Distribution

Standard Exceeded (Level 4)

31%

Standard Met (Level 3)

36%

Standard Nearly Met (Level  
2)

16%

Standard Not Met (Level 1)

17%

Show Results ▼

**G5** Grade 5 MATH - Interim Comprehensive Assessment (ICA)

Overall

Claim

Average Scale Score

for **80** results**2574**  $\pm 9$ <sup>1</sup>

## Student Score Distribution

Standard Exceeded (Level 4)

56%

Standard Met (Level 3)

19%

Standard Nearly Met (Level  
2)

16%

Standard Not Met (Level 1)

9%

Powered by BoardOnTrack Show Results ▼



**G6** Grade 6 ELA - Interim Comprehensive Assessment (ICA)

Overall

Claim

Average Scale Score  
for **25** results

**2637 ± 23<sup>0</sup>**

## Student Score Distribution

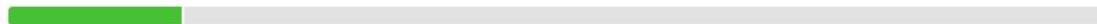
Standard Exceeded (Level 4)

64%

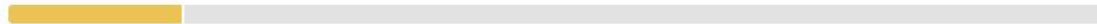


Standard Met (Level 3)

16%

Standard Nearly Met (Level  
2)

16%



Standard Not Met (Level 1)

4%



Show Results ▼

**G6** Grade 6 MATH - Interim Comprehensive Assessment (ICA)

Overall

Claim

Average Scale Score  
for **27** results

**2669 ± 15<sup>0</sup>**

## Student Score Distribution

Standard Exceeded (Level 4)

85%



Standard Met (Level 3)

4%

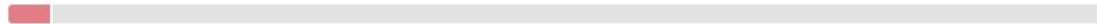
Standard Nearly Met (Level  
2)

7%



Standard Not Met (Level 1)

4%



Show Results ▼

Powered by BoardOnTrack

G7

## Grade 7 ELA - Interim Comprehensive Assessment (ICA)

Overall

Claim

Average Scale Score

for **20** results**2715**  $\pm 15$  <sup>o</sup>

## Student Score Distribution

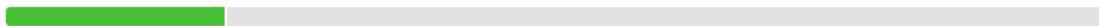
Standard Exceeded (Level 4)

80%



Standard Met (Level 3)

20%



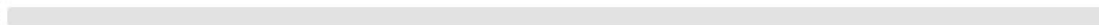
Standard Nearly Met (Level 2)

0%



Standard Not Met (Level 1)

0%

[Show Results](#)

G7

## Grade 7 MATH - Interim Comprehensive Assessment (ICA)

Overall

Claim

Average Scale Score

for **23** results**2716**  $\pm 13$  <sup>o</sup>

## Student Score Distribution

Standard Exceeded (Level 4)

87%



Standard Met (Level 3)

13%



Standard Nearly Met (Level 2)

0%



Standard Not Met (Level 1)

0%

[Show Results](#)

Powered by BoardOnTrack

# AIPCS II Analysis

AIPCS II historically is the best school compared to the others in terms of standardized testing. This test is no exception, as majority of the grades continue to perform at a high level. However, within the grades there is still some major differences. 7th and 8th Graders performed the best, having low to no students in the Level 1 range, and having a extremely high percentage of students in the Level 4 range. Grades 3 and 4 are a bit more evenly distributed having students in all levels at around an equal percentage.

# AIMS MS

**G7** Grade 7 ELA - Interim Comprehensive Assessment (ICA)

Overall

Claim

Average Scale Score

for **14** results**2601**  $\pm$  32<sup>1</sup>

## Student Score Distribution

Standard Exceeded (Level 4)

50%



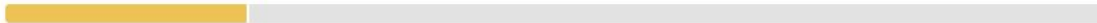
Standard Met (Level 3)

14%



Standard Nearly Met (Level 2)

22%



Standard Not Met (Level 1)

14%



Show Results ▼

**G7** Grade 7 MATH - Interim Comprehensive Assessment (ICA)

Overall

Claim

Average Scale Score

for **54** results**2602**  $\pm$  12<sup>1</sup>

## Student Score Distribution

Standard Exceeded (Level 4)

39%



Standard Met (Level 3)

35%



Standard Nearly Met (Level 2)

11%



Standard Not Met (Level 1)

15%



Show Results ▼

G8

## Grade 8 MATH - Interim Comprehensive Assessment (ICA)

Overall

Claim

Average Scale Score  
for **40** results

**2575**  $\pm 16$  <sup>i</sup>

## Student Score Distribution

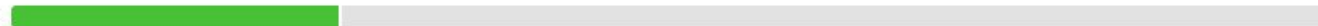
Standard Exceeded (Level 4)

18%



Standard Met (Level 3)

25%

Standard Nearly Met (Level  
2)

35%



Standard Not Met (Level 1)

22%



Show Results ▼

# AIPCS MS Analysis

AIMS MS's data is not complete, but we can still see certain trends. Grade 7, who has the most complete data, shows us they are performing at a very high degree. Majority of these students are in the Level 3 and Level 4 ranges in both subjects. Additionally, these students are performing much better in Math than ELA. Grade 8 seems to be struggling a bit more. As a majority of the students sit at average or below. Only 43% of these students are within Level 3 or Level 4

# AIMS HS



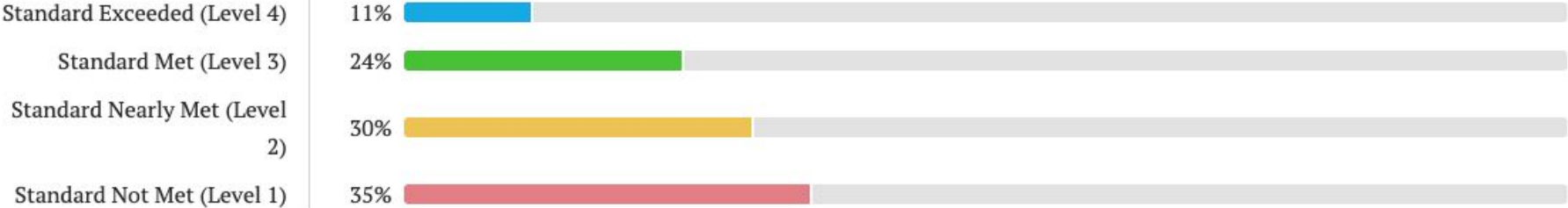
**G11** Grade 11 MATH - Interim Comprehensive Assessment (ICA)

Overall Claim

Average Scale Score  
for **72** results

**2580** ± 15 <sup>1</sup>

Student Score Distribution



Show Results ▼

# AIMS HS Analysis

AIMS HS is doing the worst among all the schools. Although the data set is only of the 11th graders and in Math, historically they have been the poorest performers amongst all three schools. Over 60% of the students failed to meet standards with only 35% being in Level 3 or 4. Again this is not representative of all grades but time and time again the HS students have not fared too well in the standardized tests.



## **Executive Summary**

### **Health & School Support Services Department May 2025**

#### **Credentials and Educator Support**

- Continued support was provided to ensure credentialing compliance and accurate assignment monitoring.
- Collaborated closely with site leadership to review current staffing and credential statuses in preparation for 2025-26 planning.
- We are working closely with three educators who hold preliminary credentials to either add the appropriate authorizations or complete the requirements to obtain a clear CLAD certificate; we anticipate that two of these educators will have their CLAD by Summer 2025.
- Five educators who are currently teaching under a permit have submitted proof of active enrollment in a credentialing program. We anticipate that more staff will complete their enrollment soon, in accordance with our established internal deadlines.

#### **Health Services**

- Successfully conducted hearing screenings across all three AIMS schools, ensuring compliance with state health mandates and early identification of student needs.

#### **Enrollment**

- Launched re-enrollment forms for continuing students, streamlining the process with automated systems.
- Opened new student registration for incoming families with an emphasis on accessible onboarding.
- Hosting ongoing office hours (Wednesdays and Thursdays) to support new and returning families with registration and re-enrollment process.

#### **Document Submission**

- Submitted Month 10 attendance report and student exit report to OUSD.

#### **Training and Professional Development**

- Held two CPR classes for our staff

#### **Upcoming Deadlines**



- Month 11 Attendance Report
- P-Annual Attendance Report
- Prop 28 Annual Report (ensuring alignment with arts funding requirements)
- LCAP Final Submission
- Dashboard Local Indicators (including stakeholder engagement, access to a broad course of study, and school climate data)

# Coversheet

## HR Manager Position

<b>Section:</b>	IV. Consent Calendar
<b>Item:</b>	A. HR Manager Position
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	HR Manager - AIMS Board Submission.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: \_\_\_\_\_



## AIMS K-12 College Prep Charter District

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

T : 510-893-8701 | F : 510-893-0345

**Title:** HR Manager

**Category:** Classified

**Work Year:** 12 months

**Employment Type:** Full Time

**Work Location:** Hybrid

**Starting Range:** \$98,031.60 - \$105,607.87

**FLSA:** Exempt

**Supervisor:** Director of Compliance or Designee

### JOB GOALS:

The HR Manager leads the day-to-day operations of the Human Resources department with a focus on employee relations, performance management, onboarding, recruiting, policy enforcement, and organizational culture. This position plays a key role in implementing HR strategies and initiatives that support the district's mission, promote employee engagement, and ensure compliance with applicable employment laws and board policies.

**REPRESENTATIVE DUTIES:** (Incumbents may perform any combination of the essential functions shown below.

This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to reflect the principal job elements accurately.)

### ESSENTIAL JOB DUTIES:

- Manage and oversee recruitment processes including posting, screening, interviewing, and coordinating hiring decisions across departments.
- Facilitate onboarding, orientation, and integration of new employees into the AIMS workplace culture.
- Coordinate offboarding, including exit interviews, separation documentation, and return-of-property tracking.
- Develop and update HR policies, handbooks, and procedures in accordance with employment law, best practices, and board direction.
- Represent the organization in HR audits and regulatory compliance reporting.
- Maintain accurate and compliant personnel files and records.
- Monitor credentialing, TB clearance, and DOJ clearance tracking in coordination with school sites and Compliance personnel.
- Serve as the lead contact for employee relations issues, conflict resolution, and investigations into workplace concerns or misconduct.
- Advise supervisors and employees on performance management processes and tools.
- Guide and document progressive discipline procedures, partnering with legal counsel when necessary.
- Provide expert guidance on progressive discipline, ensuring legal compliance and collaboration with legal counsel as needed.
- Support initiatives that promote a positive and inclusive workplace culture aligned with AIMS' mission and values.
- Deliver training and professional development opportunities to strengthen supervisor knowledge and HR compliance.
- Partner cross-functionally to improve the employee experience, support engagement efforts, and align HR

practices with strategic goals.

- Coach supervisors on performance management tools, documentation practices, and feedback strategies.
- Analyze trends in employee relations and recommend data-informed improvements to policies and practices.
- Maintain digital records and required documentation in accordance with state and federal regulations.
- Collaborate with Compliance on classification questions, onboarding processes, contract accuracy, and extended work procedures.
- Provide coaching and training to supervisors on best practices in leadership, documentation, evaluations, and legal compliance.
- Oversee leave management (FMLA, CFRA, ADA, etc.), ensuring appropriate documentation, timelines, and communication.
- Collaborate with the Manager of Compensation and Benefits and the Risk and Benefits Coordinator to support benefits eligibility tracking, open enrollment preparation, and employee inquiries.
- Liaise with third-party benefits administrators to resolve employee issues and ensure accurate plan enrollment and updates.
- Partner with payroll and compliance teams to align HRIS records with benefits selections and employment status changes.
- Oversee routine audits of benefits data and HRIS records to ensure accuracy and regulatory compliance.
- Monitor HRIS workflows and employee lifecycle updates to ensure smooth transitions during onboarding, leave, and separation events.
- Support the configuration and maintenance of HRIS tools to reflect organizational structure, position control, and benefits logic.
- Ensure that HRIS data entries and workflows reflect timely changes to benefits status, compensation, or employment classification.
- Coordinate offboarding processes including exit interviews, separation notices, and return-of-property procedures.
- Lead or assist with HRIS workflows related to onboarding, benefits eligibility, and employee status updates.
- Analyze employee relations trends and recommend improvements to HR systems or policies.
- Represent AIMS in HR audits and employment-related compliance visits or reporting.
- Collaborate across departments to ensure positive employee experience and alignment with strategic HR goals.
- Perform all other duties as assigned.

#### **QUALIFICATIONS:**

- Bachelor's degree in Human Resources, Business Administration, or related field (required)
- At least 3 years of progressive HR experience; experience in education preferred
- SHRM-CP, PHR, or related certification (preferred)

#### **KNOWLEDGE AND ABILITIES:**

- Strong knowledge of California employment law and HR best practices
- Demonstrated ability to build trust, navigate conflict, and maintain confidentiality
- Experience with HRIS systems and electronic recordkeeping
- Excellent written and verbal communication skills
- Ability to work independently, collaboratively, and across multiple departments
- Strong organizational and project management skills

#### **PHYSICAL ACTIVITY REQUIREMENTS:**

##### **Minimum Work Position (Percentage of Time):**

Standing: 15 Walking: 15 Sitting: 70

##### **Minimum Body Movement (Frequency): 2**

**None (0) Limited (1) Occasional (2) Frequent (3) Very Frequent (4)**



Lifting (lbs.): 50 Lifting: 2 Bending: 2

Pushing and/or Pulling Loads: 1 Reaching Overhead: 1 Kneeling or Squatting: 1

Climbing Ladders: 1 Climbing Stairs: 2

**NON-DISCRIMINATION:** AIMS College Prep Charter District does not discriminate on the basis of race, color, religion, gender, marital status, ancestry, political affiliation, age, sexual orientation, disability, medical condition, national origin, or mental or physical handicap in any of its policies or procedures related to admissions, employment, educational services, programs or activities.

**Effective:**

**Board Approved: Pending Board Approval**

# Coversheet

## Oakland Promise

<b>Section:</b>	IV. Consent Calendar
<b>Item:</b>	B. Oakland Promise
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Oakland Promise.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: \_\_\_\_\_

## Data Sharing Agreement

This agreement is dated:

### PARTIES

(1) \_\_\_\_\_, a [\_\_\_\_\_] [\_\_\_\_\_] located at \_\_\_\_\_ (the "**School**").

(2) Oakland Promise, a 501c3 non-profit public benefit organization registered with the State of California, located at 484 9th Street, Oakland, CA 94607. ("**Oakland Promise**").

### RECITALS

WHEREAS, this Data Sharing Agreement (the "**DSA**") sets out the terms, requirements and conditions on which Oakland Promise will obtain, handle, process, disclose, transfer, or store Personal Information;

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

#### 1. Definitions and Interpretation.

1.1 The following definitions and rules of interpretation apply in this DSA.

**"Program Purpose"** means the services described in the Master Agreement or any other purpose specifically identified in Appendix A.

**"Data Subject"** means an individual who is the subject of Personal Information.

**"Personal Information"** means information provided to Oakland Promise by the School that identifies or relates to an individual who can be identified directly or indirectly from that data alone or in combination with other information in Oakland Promise's possession or control.

**"Processing, processes, or process"** means any activity that involves the use of Personal Information or that the relevant Privacy and Data Protection Requirements may otherwise include in the definition of processing. It includes obtaining, recording, or holding the data, or carrying out any operation or set of operations on the data, including, but not limited to, organizing, amending, retrieving, using, disclosing, erasing, or destroying it. Processing also includes transferring Personal Information to third parties.

**"Privacy and Data Protection Requirements"** means the applicable federal and state and foreign laws and regulations relating to the processing, protection, or privacy of the Personal Information.

1.2 This DSA is subject to the terms of the Master Agreement and is incorporated into the Master Agreement. Interpretations and defined terms set forth in the Master Agreement apply to the interpretation of this DSA.

1.3 The Appendices form part of this DSA and will have effect as if set out in full in the body of this DSA. Any reference to this DSA includes the Appendices.

1.4 A reference to writing or written includes faxes and email.

1.5 In the case of conflict or ambiguity between:

- (a) any provision contained in the body of this DSA and any provision contained in the Appendices, the provision in the body of this DSA will prevail;
- (b) the terms of any accompanying invoice or other documents annexed to this DSA and any provision contained in the Appendices, the provision contained in the Appendices will prevail;
- (c) any of the provisions of this DSA and the provisions of the Master Agreement, the provisions of this DSA will prevail.

## 2. Personal Information Types and Processing Purposes.

2.1 The School retains control of the Personal Information and remains responsible for its compliance obligations under the applicable Privacy and Data Protection Requirements, including providing any required notices and obtaining any required consents, and for any processing instructions it gives to Oakland Promise or its third-party service providers (including VistaShare Outcome Tracker). For avoidance of doubt, the School shall be solely responsible for obtaining all parental consent required by the Privacy and Data Protection Requirements (including, without limitation, FERPA and the Children's Online Privacy Protection Act (COPPA)), prior to providing any Personal Information to Oakland Promise.

2.2 Appendix A describes the general Personal Information categories and Data Subject types that Oakland Promise may process to fulfill the Program Purposes. All Personal Information provided under this Agreement shall be securely transmitted using a **Secure File Transfer Protocol (SFTP)** or an equivalent encrypted method approved by both parties.

2.3 With regard to the Family Educational Rights and Privacy Act (FERPA), the data referenced in Appendix A includes personally identifiable information from a student record; and:

- (a) Oakland Promise is a contractor, consultant, volunteer, or other party to whom School has outsourced institutional services or functions, and Oakland Promise performs an institutional service or function for which the agency or institution would otherwise use employees; is under the direct control of the agency or institution with respect to the use and maintenance of education records; and is subject to the requirements of § 99.31(a) governing the use and redisclosure of personally identifiable information from education records. See 34 C.F.R. § 99.31(a)(1)(i)(B).
- (b) Oakland Promise requires the data in order to determine School students' eligibility for financial aid; amount of aid; conditions for aid; or to enforce the terms and conditions of the aid. See 34 C.F.R. § 99.31(a)(4).

## 3. Oakland Promise's Obligations.

3.1 Oakland Promise will only process Personal Information for the Program Purposes, or as otherwise legally authorized, in compliance with both the terms of this DSA and the Privacy and Data Protection Requirements.

3.2 Oakland Promise may not use or sell the Personal Information to (a) market or advertise to students or families/guardians, provided however that Oakland Promise may send occasional messaging to families discussing its own products or services, and communication will include an opt-out option; (b) inform, influence, or enable marketing, advertising, or other commercial efforts by Oakland Promise; (c) develop a profile of a student, family member/guardian or group, for any commercial purpose other than providing the Service to School; (d) use the Personal Information for the development of commercial products or services; or (e) use the Personal Information for targeted advertising.

3.3 All Personal Information transmitted to Oakland Promise pursuant to this Agreement (including via the VistaShare Outcome Tracker) is and will continue to be the property of and under the control of the School.

3.4 School shall establish reasonable procedures by which a parent, guardian, or eligible student may review Personal Information in the pupil's records, correct erroneous information, and procedures for the transfer of pupil-generated content to a personal account, consistent with the functionality of services. Oakland Promise shall respond in a timely manner to the School's request for Personal Information in a pupil's records held by Oakland Promise to view or correct as necessary.

3.5 Should a third party, including law enforcement and government entities, contact Oakland Promise with a request for Personal Information held by Oakland Promise, where practicable, Oakland Promise shall redirect the third party to request the data directly from the School. Oakland Promise shall notify the School in advance of a compelled disclosure to a third party, where permitted by law.

3.6 The School acknowledges that Oakland Promise is under no duty to investigate the completeness, accuracy, or sufficiency of the Personal Information.

3.7 Oakland Promise may use subprocessors, provided it enters into written agreements with them, whereby they agree to protect Personal Information in a manner consistent with the terms of this Agreement.

3.8 Oakland Promise agrees not to attempt to re-identify any de-identified data provided by the School, and not to transfer de-identified data to any party unless that party agrees not to attempt re-identification.

3.9 Oakland Promise shall dispose of or delete all Personal Information upon written request by the School or when it is no longer needed for the purpose for which it was obtained. Disposition shall include (1) the shredding of any hard copies; (2) erasing; or (3) otherwise modifying the personal information in those records to make it unreadable, non-reidentifiable, or indecipherable by human or digital means. Nothing in this Agreement authorizes Oakland Promise to maintain Personal Information beyond the time period during which the student is eligible to receive Oakland Promise services.

3.10 Oakland Promise agrees to abide by and maintain adequate data security measures, consistent with industry standards and technology best practices, to protect Personal Information from unauthorized disclosure or acquisition by an unauthorized person.

3.11 Oakland Promise will provide training and support for the systems used to transfer the necessary data.

3.12 Oakland Promise will appoint a contact person to liaise between both parties for the purposes of executing this data agreement. Should this designated person need to change, Oakland Promise will inform the School within one month of the change.

#### 4. School's Obligations.

4.1 The School warrants and represents that it has, and will continue to: (i) properly and validly obtain all consents and permissions needed to supply the Personal Information to Oakland Promise, and (ii) take all actions necessary to ensure that Oakland Promise's use of the Personal Information for the Program Purpose or as specifically instructed by the School will comply with all Privacy and Data Protection Requirements.

4.2 The School will designate a contact person to serve as a point of contact between both parties for the purposes of executing this agreement. Should this designated person need to change, the School will notify Oakland Promise within one month of the change.

5. Data Breach.

5.1 In the event that Personal Information is accessed or obtained by an unauthorized individual, Oakland Promise will notify the School within a reasonable amount of time not exceeding 48 hours following the incident.

5.2 The parties will reasonably coordinate and cooperate with each other to investigate and respond to the matter.

5.3 Oakland Promise will not inform any third party of a data breach without first obtaining the School's prior written consent, except when law or regulation requires it.

5.4 Except as otherwise required by law or regulation, Oakland Promise agrees that the School has the right to determine:

(a) whether to provide notice of the data breach to any Data Subjects, regulators, law enforcement agencies, or others, as required by law or regulation or in the School's discretion, including the contents and delivery method of the notice; and

(b) whether to offer any type of remedy to affected Data Subjects, including the nature and extent of such remedy.

5.5 If the data breach was caused by Oakland Promise's negligence, default, or breach of this DSA, Oakland Promise will cover all reasonable expenses associated with investigating the data breach and notifying Data Subjects, unless the matter arose from the School's specific instructions, negligence, default, or breach of this DSA, in which case the School will cover all reasonable expenses.

6. Complaints, Data Subject Requests, and Third Party Rights.

6.1 Each party shall notify the other if it receives a complaint concerning Oakland Promise's processing of Personal Information or to either party's compliance with the Privacy and Data Protection Requirements under this Agreement.

6.2 Each party shall notify the other if it receives a request from a Data Subject for access to, correction of, or deletion of the Personal Information stored or processed by Oakland Promise.

6.3 Each party will give the other its full co-operation and assistance in responding to any complaint or Data Subject request.

6.4 Oakland Promise will not disclose Personal Information to any Data Subject or to a third party unless the disclosure is either at the School's request or instruction, permitted by this DSA, or is otherwise required by law.

7. Term and Termination.

7.1 This DSA will remain in full force and effect so long as:

(a) The Master Agreement remains in effect; or

(b) Oakland Promise retains any Personal Information related to the Master Agreement in its possession or control (the "**Term**").

7.2 Any provision of this DSA that expressly or by implication should come into or continue in force on or after termination of the Master Agreement in order to protect Personal Information will remain in full force and effect.

7.3 Either party may terminate this Agreement by giving written notice of its intention to terminate for cause to the other party. Written notice shall contain the reasons for such intention to terminate. Cause shall include (i) material violation of this Agreement or (ii) if either party is adjudged bankrupt, makes a general assignment for the benefit of creditors, or a receiver is appointed on account of its insolvency. This agreement shall then terminate thirty (30) days after the notice was provided, unless the condition or violation ceases or satisfactory arrangements for the correction are made.

7.4 If a change in any Privacy and Data Protection Requirement prevents either party from fulfilling all or part of its Master Agreement obligations, the parties will suspend the processing of Personal Information until that processing complies with the new requirements. If the parties are unable to bring the Personal Information processing into compliance with the Privacy and Data Protection Requirement within thirty (30) days, they may terminate the Master Agreement upon written notice to the other party.

## 8. Data Return and Destruction.

8.1 Within 30 days of the School's request, Oakland Promise will give the School a copy of or access to all or part of the Personal Information provided by the School to Oakland Promise, that is in Oakland Promise's possession or control, in the format and on the media reasonably specified by the School.

8.2 Within 30 days following termination of this Agreement, Oakland Promise will securely destroy or, if directed in writing by the School, return and not retain, the Personal Information provided by the School to Oakland Promise, that is in Oakland Promise's possession or control, except for one copy that Oakland Promise may retain and use for two years for audit purposes, or as otherwise agreed with School.

8.3 If any law, regulation, or government or regulatory body requires Oakland Promise to retain any documents or materials that Oakland Promise would otherwise be required to return or destroy, it will notify the School in writing of that retention requirement, giving details of the documents or materials that it must retain, the legal basis for retention, and establishing a specific timeline for destruction once the retention requirement ends. Oakland Promise may only use this retained Personal Information for the required retention reason or audit purposes.

8.4 Oakland Promise will certify in writing that it has destroyed the Personal Information within 30 days after it completes the destruction.

## 9. Records, audit.

9.1 Oakland Promise shall establish and maintain books, records, and systems of account reflecting the business operations of Oakland Promise transacted under this Agreement. Oakland Promise shall retain these books, records, and systems of account during the term of this Agreement and for three (3) years after the End Date. Oakland Promise shall permit School, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all records and other data related to Services covered by this Agreement. Audit(s) may be performed at any time, provided that School shall give reasonable prior notice to Oakland Promise and shall conduct audit(s) during normal business hours, unless Oakland Promise otherwise consents. Audits shall not occur more than once per calendar year unless a material breach of this Agreement is suspected.

10. Governing Law and Jurisdiction. This Agreement shall be deemed to be performed in Oakland, California and is governed by the laws of the State of California, but without resort to California's principles and laws regarding conflict of laws. The Alameda County Superior Court shall have jurisdiction over any litigation initiated to enforce or interpret this Agreement.



11. Entire Agreement. This Agreement, together with the Master Agreement constitutes the entire agreement between the parties with regard to the subject matter hereof, and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both parties.

12. Indemnification. Each party agrees to indemnify, defend and hold harmless the other party against third-party claims caused by the other party against third-party claims caused by the other party's gross negligence or willful misconduct.

13. Disclaimer of Warranty.

13.1 Oakland Promise cannot and does not guarantee or warrant that files, data or services available for downloading from the internet or the Service will be free of viruses or other destructive code. You are responsible for implementing sufficient procedures and checkpoints to satisfy your particular requirements for anti-virus protection and accuracy of data input and output, and for maintaining a means external to our site for reconstruction of any lost data. TO THE FULLEST EXTENT PROVIDED BY LAW, OAKLAND PROMISE WILL NOT BE LIABLE FOR ANY LOSS OR DAMAGE CAUSED BY A DISTRIBUTED DENIAL-OF-SERVICE ATTACK, VIRUSES, OR OTHER TECHNOLOGICALLY HARMFUL MATERIAL THAT MAY INFECTION YOUR COMPUTER EQUIPMENT, COMPUTER PROGRAMS, DATA, OR OTHER PROPRIETARY MATERIAL DUE TO YOUR USE OF THE SERVICE OR ANY SERVICES OR ITEMS OBTAINED THROUGH THE SERVICE OR TO YOUR DOWNLOADING OF ANY MATERIAL POSTED ON IT, OR ON ANY SERVICE LINKED TO IT.

SCHOOL'S USE OF THE SERVICE, ITS CONTENT, AND ANY SERVICES OR ITEMS OBTAINED THROUGH THE SERVICE IS AT SCHOOL'S OWN RISK. OAKLAND PROMISE'S SERVICES, ITS CONTENT, AND ANY SERVICES OR ITEMS OBTAINED THROUGH THE SERVICES ARE PROVIDED ON AN "AS IS" AND "AS AVAILABLE" BASIS, WITHOUT ANY WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED. NEITHER OAKLAND PROMISE NOR ANY PERSON ASSOCIATED WITH OAKLAND PROMISE MAKES ANY WARRANTY OR REPRESENTATION WITH RESPECT TO THE COMPLETENESS, SECURITY, RELIABILITY, QUALITY, ACCURACY, OR AVAILABILITY OF ITS SERVICES. WITHOUT LIMITING THE FOREGOING, NEITHER OAKLAND PROMISE NOR ANYONE ASSOCIATED WITH OAKLAND PROMISE REPRESENTS OR WARRANTS THAT THE SERVICE, ITS CONTENT, OR ANY SERVICES OR ITEMS OBTAINED THROUGH THE SERVICE WILL BE ACCURATE, RELIABLE, ERROR-FREE, OR UNINTERRUPTED, THAT DEFECTS WILL BE CORRECTED, THAT OUR SITE, OR THE SERVERS OR SERVICES THAT MAKE IT AVAILABLE, ARE FREE OF VIRUSES OR OTHER HARMFUL COMPONENTS, OR THAT THE SERVICE OR ANY SERVICES OR ITEMS OBTAINED THROUGH THE SERVICE WILL OTHERWISE MEET SCHOOL'S NEEDS OR EXPECTATIONS.

TO THE FULLEST EXTENT PROVIDED BY LAW, OAKLAND PROMISE HEREBY DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, STATUTORY, OR OTHERWISE, INCLUDING BUT NOT LIMITED TO ANY WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT, AND FITNESS FOR PARTICULAR PURPOSE.

THE FOREGOING DOES NOT AFFECT ANY WARRANTIES THAT CANNOT BE EXCLUDED OR LIMITED UNDER APPLICABLE LAW.

14. Limitation on Liability.

14.1 OAKLAND PROMISE'S LIABILITY SHALL BE LIMITED TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, AND UNDER NO CIRCUMSTANCE WILL OAKLAND PROMISE BE LIABLE TO SCHOOL FOR ANY LOST PROFITS, REVENUES, INFORMATION, OR DATA, OR CONSEQUENTIAL, SPECIAL, INDIRECT, EXEMPLARY, PUNITIVE, OR INCIDENTAL DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT, EVEN IF WE HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH

DAMAGES. OUR AGGREGATE LIABILITY ARISING OUT OF OR RELATING TO THIS AGREEMENT WILL NOT EXCEED \$1,000.00.

15. Assignment. Neither this Agreement nor any of the rights, interests or obligations under this Agreement shall be assigned, in whole or in part, by operation of law or otherwise by any of the parties without the prior written consent of the other parties, provided however that a party may assign this Agreement upon notice, but without content of the other party, to a successor in interest in the event of a merger, consolidation, or sale of all or substantially all of the assigning party's business. Subject to the preceding sentence, this Agreement will be binding upon, inure to the benefit of, and be enforceable by, the parties and their respective successors and assigns.

16. Notice.

15.1 Any notice or other communication given to a party under or in connection with this DSA must be in writing and delivered to:

For the School: \_\_\_\_\_[SCHOOL DATA PRIVACY CONTACT].

For Oakland Promise: Lauren Reed, [lauren@oaklandpromise.org](mailto:lauren@oaklandpromise.org) [OAKLAND PROMISE IMPACT & EVALUATION DIRECTOR CONTACT]

15.2 This Section does not apply to the service of any proceedings or other documents in any legal action or, where applicable, any arbitration or other method of dispute resolution.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date set forth above.

\_\_\_\_\_  
By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

## APPENDIX A

### PERSONAL INFORMATION PROCESSING PURPOSES AND DETAILS

Program Purposes: Determining each student's eligibility for scholarships and tracking participation in Oakland Promise and its partners' programming based on verified enrollment records; providing families access to their student's scholarship information; establishing a mechanism by which scholarships may be accessed upon the student's matriculation to a postsecondary program; identifying students who could benefit from additional educational and college-bound identity programming through Oakland Promise and its partners.

#### Data Subject Types:

1. Students enrolled in Pre-K, TK, and K-12 at the School since 2016 (Pre-K and TK only if applicable).
2. Parents and/or guardians of students specified in (1) Personal Information / Data Categories:

#### Parent/guardian information:

- Full name(s)
- Email(s)
- Phone number(s)
- Address
- Does the child live with this parent/guardian (Y/N)
- Primary Parent/Guardian (Y/N)

#### Student information:

- First Name
- Middle Name
- Last Name
- Birthdate
- Gender
- Race/Ethnicity
- Special Education Flag
- Home Language
- English Proficiency
- Socioeconomically Disadvantaged Flag (SED; reported to the California Department of Education as SS; a composite of free/reduced lunch status and parent/guardian education level)<sup>1</sup>
- School
- Grade Enrolled
- School Year
- Expected Graduation Date
- Home Address
- State Student ID Number
- School ID number
- Cumulative GPA

Frequency of Request: Biannually in May and October following Census Day.

<sup>1</sup>. Defined by California Department of Education as:

- (1) neither of the student's parents has received a high school diploma
- (2) the student is eligible for or participating in the Free Meal program or Reduced-Price Meal program
- (3) the student is eligible for or participating in the Title I Part C Migrant program,
- (4) the student was considered Homeless
- (5) the student was Foster Program Eligible
- (6) the student was Directly Certified
- (7) the student was enrolled in a Juvenile Court School
- (8) the student is eligible as Tribal Foster Youth

# Coversheet

## Senior UCLA Tour Charter Bus

<b>Section:</b>	IV. Consent Calendar
<b>Item:</b>	C. Senior UCLA Tour Charter Bus
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Senior UCLA Tour Charter Bus.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: \_\_\_\_\_

# MEMO

**TO: AIMS 12th grade Families**

**FR: Chaniel Clark & Brenda Nixon**

**DA: May 1, 2025**

**RE: Grad Night Field Trip – Important Details & Parent Chaperone Request**

Dear Senior Parents,

We are excited to announce the details for our upcoming **Grad Night Field Trip to Los Angeles on May 29, 2025!** Please review the itinerary and key information below:

## Trip Details

- **Departure:** 5:30 AM from AIMS College Prep High School (**746 Grand Ave., Oakland, CA**) via charter bus
- **First Stop:** UCLA Campus Tour (**11:45 AM – 1:30 PM**), followed by lunch in the cafeteria
- **Universal Studios:** Departing at **3:00 PM**, students will explore the park in groups of **10**, with designated check-ins throughout the day
- **Grad Bash:** Begins at **9:00 PM** and concludes at **2:00 AM**
- **Return:** Students will board the bus at **2:30 AM** to head back to Oakland
- **Estimated Arrival:** **May 30, 2025, at approximately 8:45 AM**

## Important Notes

- Students are expected to remain with their assigned groups for the duration of the trip.
- A designated group leader will be responsible for time management and check-ins.
- Parents should ensure students have all necessary items for the trip, including comfortable attire, spending money, and any personal essentials.
- We will send out additional details regarding guidelines, permissions, and emergency contacts soon.

## Parent Chaperone Request

To help ensure a smooth and safe experience for all students, we are **looking for 7 parent chaperones** to join us for this event. If you are available and interested, please email our **Student Activities Coordinator, at [Jamilan.colly@aimsk12.org](mailto:Jamilan.colly@aimsk12.org)** as soon as possible. Your support would be greatly appreciated!

This will be a **memorable experience for our seniors**, and we appreciate your support in making it a successful event. If you have any questions, please feel free to reach out.

**Best regards,**  
AIMS Site Leaders



# Invoice

## Billing Contact

First Name

Jamilan

Email Address

jamilan.colly@aimsk12.org

Last Name

Colly

Phone Number

(650) 741-8304

## Reservation #1204054

1

Address

746 Grand Ave, Oakland, CA 94610, USA

Pickup Date

5/29/2025 5:30 AM

2

Address

UCLA

Los Angeles, CA 90095, USA

Dropoff Date

5/29/2025 11:45 AM

Pickup Date

5/29/2025 2:45 PM

3

Address

Universal Studios Hollywood

100 Universal City Plaza, Universal City, CA  
91608, USA

Dropoff Date

5/29/2025 3:30 PM

Pickup Date

5/30/2025 2:15 AM

4

Address

746 Grand Ave, Oakland, CA 94610, USA

Dropoff Date

5/30/2025 8:30 AM

Trip Type Round Trip	Passengers 85	Vehicle 2 Charter Bus	Drivers 2
-------------------------	------------------	--------------------------	--------------





# Invoice

Rates	Charges
	<div> <div>Base Fare</div> <div>\$11,078.41</div> </div>
	<div> <div>Processing Fees</div> <div>\$332.35</div> </div>
	<div> <div>Discount</div> <div>\$0.00</div> </div>
	<div> <div>Amenities</div> <div>\$0.00</div> </div>
	<div> <div>Trip Total</div> <div>\$11,410.76</div> </div>

	Payments Received
	<div> <div>04/18/2025</div> <div>Payment - Credit Card</div> <div>\$1,141.08</div> </div>



# Invoice

Grand Total \$11,410.76

Remaining Balance \$10,269.68

Due Date 5/22/2025

If paying by check, please mail the check and include this invoice to the following mailing address:

CharterUP LLC  
P.O. Box 738539  
Dallas, TX 75373-8539

If paying by wire, the banking information can be found below:

CharterUP LLC  
6595 Roswell Rd  
Ste G291  
Atlanta, GA 30328  
Bank: JP Morgan Chase  
Account Number: 888756209  
Routing Number: 061092387

Terms & Conditions were accepted on 4/18/2025 3:41 PM (GMT).  
See <https://www.charterup.com/transportation-terms>.

# Coversheet

## ELOP Budget 24-25

<b>Section:</b>	IV. Consent Calendar
<b>Item:</b>	D. ELOP Budget 24-25
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	ELOP Budget 24-25.pdf



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

### Submitter Information

Full Name: \_\_\_\_\_  
Position/Title: \_\_\_\_\_  
Department: \_\_\_\_\_

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Please specify in which plan this expense is indicated:  
☐ SPSA ☐ LCAP ☐ Other: \_\_\_\_\_

AIMS K-12 College Prep Charter District - AIMS Board Meeting - Agenda - Thursday May 22, 2025 at 6:45 PM

[illegible]

		ORIGINAL BUDGET			AMENDED BUDGET PULLING FROM PROPOSED				
		020 AIMS MIDDLE	030 AIPCSII	TOTAL	020 AIMS MIDDLE	030 AIPCSII	TOTAL		
		0.068	0.93						
SACS Obj.	Code Description	2600 ELOP	2600 ELOP		2600 ELOP	2600 ELOP			
1100	Teachers' Salaries	-	-		-	-			
1105	Teachers' Bonuses	36,197	704,862	741,059	22,240	406,630	428,870		
1120	Substitute Expense	-	-	-	-	-	-		
1200	Certificated Pupil Support Salaries	-	-	-	-	-	-		
1300	Certificated Supervisor and Administrator Salaries	-	-	-	-	-	-		
1305	Certificated Supervisor and Administrator Bonuses	-	-	-	-	-	-		
1900	Other Certificated Salaries	-	-	-	-	-	-		
1910	Other Certificated Overtime	-	-	-	-	-	-		
1000	Subtotal	\$ 36,197	\$ 704,862	\$741,059.28	\$ 36,197	\$ 704,862	\$428,870.00		
2100	Instructional Aide Salaries	9,000	9,000	18,000	6,872	182,303	189,175	x	
2110	Instructional Aide Bonuses	-	-	-	-	-	-		
2200	Classified Support Salaries	-	17,761	17,761	-	-	-		
2210	Classified Support Overtime	-	-	-	-	-	-		
2300	Classified Supervisor and Administrator Salaries	8,293	110,182	118,475	9,939	132,042	141,981	x	
2400	Clerical, Technical, and Office Staff Salaries	2,555	33,940	36,495	3,879	51,538	55,417	x	
2410	Clerical, Technical, and Office Staff Overtime	-	-	-	-	-	-		
2900	Other Classified Salaries	-	-	-	-	-	-		
	Other Stipends	-	-	-	-	-	-		
2910	Other Classified Overtime	-	-	-	-	-	-		
2000	Subtotal	\$ 19,848	\$ 170,883	\$190,731.06	\$ 19,848	\$ 170,883	\$386,573.00		
	SUBTOTAL SALARIES	\$ 56,045	\$ 875,745	\$931,790.34	\$ 56,045	\$ 875,745	\$815,443.00		
3101	State Teachers' Retirement System, certificated positions	-	-	-	-	-	-		
3202	Public Employees' Retirement System, classified positions	5,498	-	5,498	12,476	172,099	\$ 184,574.24		
3313	OASDI	3,475	54,296	57,771	3,417	47,140	\$ 50,557.47		
3323	Medicare	813	12,698	13,511	799	11,025	\$ 11,823.92		
3403	Health & Welfare Benefits	0	13,113	13,113	1,418	19,559	\$ 20,976.95		
3503	State Unemployment Insurance	560	1,356	1,916	1,874	25,851	\$ 27,725.06		
3603	Worker Compensation Insurance	560	8,757	9,318	551	7,603	\$ 8,154.43		
3703	Other Post Employment Benefits	-	-	-	-	-	-		
3903	Other Benefits	-	-	-	-	-	-		
3000	Subtotal	\$ 10,907	\$ 90,220	\$101,127.00	\$ 10,907	\$ 90,220	\$303,812.07		
Total Personnel Expenses		\$ 66,952	\$ 965,966	\$1,032,917.34	\$ 66,952	\$ 965,966	\$1,119,255.07	12/17/2024	
								ACTUALS	Balance Avail
4300	Materials and Supplies	\$ 3,000.00	\$ 18,600.00	\$ 21,600.00	\$ 3,000.00	\$ 62,800.00	\$65,800.00	\$60,800.00	\$5,000.00
4300	Food Service Supplies	\$ 2,000.00	\$ 35,433.00	\$ 37,433.00	\$ 2,000.00	\$ 8,000.00	\$10,000.00	\$990.00	\$9,010.00
	TOTAL Supplies	\$ 5,000	\$ 54,033	\$ 59,033.00	\$ 5,000.00	\$ 70,800	\$75,800.00	\$61,790.00	\$14,010.00
12/17/15	Field Trips	\$ 7,000.00	\$ 69,115.00	\$ 76,115.00	\$ 7,000.00	\$ 23,000.00	\$30,000.00	\$1,245.00	\$28,755.00
	TOTAL Services	\$ 7,000	\$ 69,115	\$ 76,115.00	\$ 7,000	\$ 23,000	\$30,000.00	\$1,245.00	\$28,755.00
	TOTAL Operation Expense (Non Salary)	\$ 12,000	\$ 123,148	\$ 135,148.00	\$ 12,000	\$ 93,800	\$105,800.00	\$63,035.00	
Total Expenses		\$ 78,952	\$ 1,089,114	\$ 1,168,065.34	\$ 78,951.68	\$ 1,059,766	\$1,125,055.07		
Available Budget							\$1,168,099.66		
Amount program needs to reduce							\$56,955.41		

Requirements	Ideas on the plan
Must offer and provide expanded learning:	Offering before school services/Enrichment, Literacy programs, HW support

Monthly Network meetings, the next one is scheduled for 3/29/23. The registration link is here:

Student activity coordinator can oversee the grant Need to take attendance Need to have applications Voluntary Qualified staff

**Audit Guide** - [https://docs.google.com/document/d/1Y-Zmfi-rypvo-gtOv1kyZyIRiO\\_GDV-3MmnMELoUKXs/edit?usp=sharing](https://docs.google.com/document/d/1Y-Zmfi-rypvo-gtOv1kyZyIRiO_GDV-3MmnMELoUKXs/edit?usp=sharing)

## Expanded Learning Opportunity Program (ELOP) 2024-2025

September 2024						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

September						

October 2024						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

October						

November 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

November						

December 2024						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

December						

January 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January						

February 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

February						

March 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

March						
March 28, 2025 - Professional Development Day						

April 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

April						

May 2025						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

May						
May 26, 2025 - Memorial Day						

June 2025						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

June						
June 17, 2025 - Last day of school						
June 30, 2025 - Last day of ELOP 24-25 SY						

### KEY

	ELOP Afterschool dismissal - 6:00 PM
	Non-instructional Day ELOP 8am-5pm
	School Closed - NO ELOP Program



		Adjusted Salary	0.07	0.93
Jimmie	154888	141981	9939	132042
Nathan	70000	55417	3879	51538
Afterschool Tutor	45,500	32500	2275	30225

Employee_Name	Position	Second Position	ELOP_Start_Date
BROWN, JIMMIE DEWAIN	ELOP Program Director		8/6/24
BERNHARD-BECKMAN, NATHAN DAVID	ELOP Coordinator		9/19/24
OATIS, MONIQUE	ELOP Helper		10/22/24
WILLIAMS MS, SHANIA E	ELOP Helper		9/26/24
STURDIVANT, BRANDON	ELOP Intervention Tutor	Pending	
NEWMAN, JERMELLE BRITTNEY	ELOP Intervention Tutor		10/15/24
HA, MELISSA	ELOP Intervention Tutor		9/27/24
SEO, TARA	ELOP Intervention Tutor		9/27/24
VEGA, IRENE	ELOP Intervention Tutor		9/27/24
PHU, BRANDON	ELOP Intervention Tutor		9/27/24
BARRY-OWEN, BRENDAN NICHOLAS	ELOP Intervention Tutor	ELOP Saturday Instructor	9/27/24
IBANEZ, KIMBERLY BRIDGETTE	ELOP Intervention Tutor	ELOP Saturday Instructor	9/26/24
VELASQUEZ, KIMBERLY R	ELOP Intervention Tutor	ELOP Saturday Instructor	9/26/24
BILORUSKY, KYLE	ELOP Saturday Instructor	ELOP Intervention Tutor	9/25/24
DUARTE, YESENIA C	ELOP Saturday Instructor	ELOP Intervention Tutor	9/26/24
LEE, ERIC	ELOP Saturday Instructor	ELOP Intervention Tutor	9/27/24
ESPINO, BARBARA VANESSA	ELOP Saturday Instructor		10/4/24
HOUSE, CEONTE	ELOP Saturday Instructor		10/14/24
JOHNSON, JAHYLA	ELOP Saturday Instructor		10/15/24
SALMERON, ANGELICA	ELOP Saturday Instructor		10/29/24
MAYNARD, DEVON	ELOP Saturday Instructor	Pending	
BARDELL, JOHN	ELOP Saturday Instructor	Pending	

28 days deficit

Penalty Rate	AIMS MS	AIPCS II	Total
0.0049	\$ 78,951.68	\$ 1,059,766	\$1,138,717.68
Penalty Amount	\$10,832.17	\$145,399.90	\$156,232.07
Actual amount	\$ 68,119.51	\$ 914,366	\$982,485.61

Coversheet

SCOE MOU

Section:	IV. Consent Calendar
Item:	E. SCOE MOU
Purpose:	Vote
Submitted by:	
Related Material:	25-26 MoU Cover Letter.pdf American Indican Model Schools TI MoU 25-26.pdf TI Preconditions & Standards v2016.pdf



**Date: April 30, 2025**

**To: District Superintendents, Associate Superintendents, Chief Business Officers, District Coordinators and Partner Programs**

**RE: Sacramento Consortium Teacher Induction Program MOU**

Dear SCOE Partner:

The Sacramento County Office of Education, as the Local Education Agency (LEA) for the SCOE School of Education, is committed to providing quality induction services.

As districts continue to navigate the current teacher shortage and a substantial percentage of teachers become eligible for retirement, it will be important to plan for new hires in the years to come. In anticipation, we want to provide you with some information to assist you in planning your preliminary budgets and Local Control Accountability Plan (LCAP) with regards to California Teacher Induction for your newly hired teachers.

### **Teacher Induction**

SCOE's Teacher Induction Program (SCOE TI) assists schools and districts in providing Teacher Induction that meets both program and credentialing standards for the state of California. SCOE TI provides credentialed teachers with an individually designed, standards-based professional development plan, mentoring and coaching, credentialing services, and technical assistance aligned to the California Standards for the Teaching Profession (CSTP). Our induction program is aligned with the California Commission on Teacher Credentialing Teacher Induction Program Standards (attached).

The two-year program provides a bridge linking the theory, knowledge and skills acquired in the Preliminary Credential Program to the realities of daily classroom instruction. New teachers design an Individualized Learning Plan (ILP) and work closely with a mentor who offers "just-in-time" coaching and longer-term analysis of teaching practice to help new teachers develop enduring professional skills. Our program is designed to meld your district/school's goals, the teacher's context for teaching and their areas for growth, into a focused approach to professional development.

### **Teacher Induction's Connection to District LCAP Goals/Actions and District/Site Strategic Plan**

The Individualized Learning Plan teachers develop in conjunction with their mentor and site leader is an excellent opportunity to support District LCAP goals and the strategic plan including the mission, objectives and strategies of the district and school site. A primary goal of induction is to support each teacher in developing professional learning goals that are job-embedded and practical. Site administrators play a crucial role by supporting teachers in understanding how induction might align with the goals of the site and district.

## LCAP State Priority 1

As you work with local community groups and teacher stakeholders to develop your LCAP goals, the details below may be helpful in planning ahead for services, support and supervision for new teachers in order for them to remain highly qualified and fully credentialed.

Teacher induction goals align with several areas of the LCAP and most closely connect with *Priority 1: Conditions of Learning - "Basic degree to which teachers are appropriately assigned pursuant to Education Code section 44258.9, and fully credentialed in the subject areas and for the pupils they are teaching."*

### Highlights of the MOU (attached) include:

- General Responsibilities for SCOE and for each partner program/district
- Fiscal Responsibilities for each party
- Ownership of materials
- Compliance with Commission on Teacher Credentialing (CTC) requirements
- Indemnification of each party

### 2025-2026 Fee Structure:

The fee structure created in collaboration with the Sacramento Teacher Induction Program's Advisory Council, shall be consistent for all teacher candidates in order to keep costs stable for our partner districts.

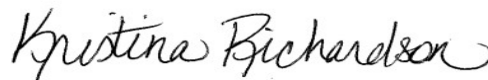
1. Teacher Candidate cost-for-service per year for a two-year Induction Program - \$2,000
2. Teacher Candidate cost-for-service for each participant who has met the Early Completion Option (ECO) criteria - \$2,000+ \$500 (one-time fee) = \$2,500

### Timeline for Completion of MOU Process and Billing Cycle:

July 1	Signed MOU between partner program and SCOE due
August 15	Estimate of candidate numbers from partner program due to SCOE
September 15	Purchase Orders completed and sent to SCOE
October 15	Invoices processed and sent to participating programs for payment

We look forward to continuing our collaborative work in supporting teachers and students. While we are sending this electronically, we would appreciate any opportunities to meet with each of you in person at your districts or sites. Please do not hesitate to call us (916-228-2236 or 2536) if we can support you with any portion of the process.

We look forward to working with each of you in 2025- 2026.

Tammy Patten and Kristina Richardson  
 Directors, SCOE School of Education  
 Teacher Induction  
[tpatten@scoe.net](mailto:tpatten@scoe.net)  
[krichardson@scoe.net](mailto:krichardson@scoe.net)

2025-2026 Teacher Induction Program

**Memorandum of Understanding  
Teacher Induction Program  
Sacramento County Office of Education  
and American Indian Model Schools**

Sacramento County Office of Education (SCOE) administers an approved Commission on Teacher Credentialing (CTC) Teacher Induction Program (Teacher Induction Program) to provide a pathway for General Education Multiple Subject, Single Subject, and Education Specialists (Credential Candidates) to obtain clear credentials. As part of SCOE's administration of this Teacher Induction Program, SCOE partners with charter, private and district schools (Program Partners) to provide requisite training, on the job experience, and mentoring for clear Credential Candidates beginning in the first year of teaching.

The Teacher Induction Program is advised by the SCOE Teacher Preparation Advisory Council (Advisory Council), composed of program leaders, district mentors and district administrators that provides advisement to all SCOE teacher preparation programs. The Advisory Council provides feedback and advisement to the Induction Program and helps enhance PK-20 education collaboration.

The purpose of this Memorandum of Understanding (MOU) is to establish a formal working relationship between the parties and to set forth the operative conditions that will govern them.

**I. Parties**

This MOU is entered between SCOE and the **American Indian Model Schools** (District) to implement the Teacher Induction Program.

**II. Term**

The effective dates of this MOU are July 1, 2025 through June 30, 2026. Either party may terminate this agreement upon written notice submitted to the Advisory Council no later than 30 days prior to the start of the MOU Contract. Notice must be received no later than June 1, 2025.

**III. Responsibilities - General**

**A. SCOE shall:**

1. Be responsible for ensuring the Teacher Induction Program fulfills the applicable standards of program quality and effectiveness adopted by the CTC and the California Department of Education (CDE) through the development of the Teacher Induction Program.
2. Supply to the CTC and CDE reports and other information as requested on all matters related to program requirements and activities.
3. Employ staff to perform services as described in the Teacher Induction Program Standards and budget guidelines.
4. Provide a workspace for SCOE's Teacher Induction Program staff including computer, fax access, telephone, and meeting space for program activities.

5. Develop an annual program budget.
6. Establish a payment schedule and reporting requirements for the fee for service for each eligible credential candidate.
7. Develop and establish contracts with outside vendors for professional services as needed and/or required.
8. Facilitate a process for program implementation and training for all Teacher Induction Program Credential Candidates and mentors involved in the program.
9. Provide a Teacher Induction Program orientation for all site administrators that outlines administrators' role(s) in supporting candidates in the implementation of their Individual Learning Plan (ILP) goal and other program processes.
10. Advise participants of an Early Completion Option for "experienced and exceptional" candidates.
11. Convene the Advisory Council and develop other administrative processes in alignment with CTC Teacher Induction Program Standards.
12. Participate in program evaluation.

B. District agrees to the following:

1. The District superintendent (or designee) will serve as the District Advisor. The District Advisor shall provide feedback and support to SCOE's Teacher Induction Program directors and may serve on the Advisory Council.
2. The District will appoint a Teacher Induction Program Coordinator according to established guidelines to oversee all Teacher Induction Program activities within the District and assume the responsibilities established by this MOU. The Program Coordinator will attend all of the following required meetings/events annually at SCOE: Fall Planning Day, Winter Coordinator Meeting, and Spring Planning Day.
3. The District will assess Credential Candidates to ensure that they meet enrollment criteria and enroll and serve eligible Credential Candidates according to induction requirements and criteria established by the Teacher Induction Program.
4. By October 1, 2025, District will identify all teachers who are in their first year of teaching or first year of teaching in the District and other candidates who are eligible for Teacher Induction Program services as described by CTC guidelines attached hereto and incorporated herein by reference as Exhibit 1.
5. By October 13, 2025, District will confirm all participants for purposes of invoicing.
6. District will identify all school sites with eligible Credential Candidates and request all site administrators of those school sites to attend an orientation that outlines the administrators' role(s) in supporting candidates in the implementation of their ILP goal and other program processes.
7. District will communicate to all site administrators, the Teacher Induction Program (2-3 days) and employer input into the credential candidate's development of an ILP within the first 30 days of enrollment in the program. **The ILP will be solely used for professional growth and development of the participating teacher, not for evaluation or employment purposes.**
8. District will select experienced teachers as Teacher Induction Program Mentors (Mentors) according to established criteria as outlined in CTC's 2016 Teacher Induction



- Program Standards attached hereto and incorporated herein by reference as Exhibit 2, and ensure Mentors attend all required Teacher Induction Program events and trainings.
9. District will assign a qualified Mentor to each eligible credential candidate within 10 days of enrollment in the Program who meets the CTC's identified criteria of a valid corresponding Clear or Life Credential, three (3) years successful teaching experience, and English learner authorization. District will pair Credential Candidates with Mentors who most closely match their teaching assignment, including grade level, subject matter, and credential type.
  10. District will ensure Mentors will meet in one-to-one consultations with the participating teacher(s) as described in the Teacher Induction Program.
  11. District will ensure that each participating teacher receives an average of not less than one hour per week of individualized support/mentoring.
  12. District will arrange for substitute teachers as necessary to allow for Mentors' observations of their Credential Candidates and candidate observation of peers.
  13. District will provide on-going information about Teacher Induction Program activities to the District's governing board.
  14. District will participate in required program evaluation.
  15. District agrees to fulfill all completion requirements as stated in the approved induction program pathway attached hereto and incorporated herein by reference as Exhibit 3.

#### **IV. Responsibilities – Fiscal**

A. SCOE, in its capacity as the Teacher Induction Program's Local Education Agency, agrees to the following:

1. Provide overall fiscal responsibility for the administration of the Teacher Induction Program.
2. Develop and maintain a balanced budget that allocates amounts sufficient to meet the costs of implementing program responsibilities as described in the Teacher Induction Program Budget.
3. Expend income according to regularly established policies and procedures.

B. The District agrees to the following:

1. Pay \$2,000 per teacher credential candidate cost-for-service fee per year of a two-year Teacher Induction Program. District agrees to pay the full fee unless written notice is provided to SCOE per number 4, below.
2. In addition to the Teacher Induction Program fee of \$2,000, there will be an additional one-time fee of \$500 for Education Specialist Level I candidates who are required to demonstrate competency in Level II content standards via the SCOE Teacher Induction Program Level II Portfolio process. The \$500 fee will support the review of the candidate's portfolio and recommendation for the clear Education Specialist credential.
3. Pay \$2,500 cost-for-service fee for each teacher credential candidate who has met the criteria for, and has been accepted as, a candidate for the one year Early Completion Option (ECO), in lieu of the two-year program.

4. Provide written notice to SCOE of any teacher credential candidate who discontinues program participation. Written notice should be provided via email to Marie Callahan (mcallahan@scoe.net). Refund total is determined **by the date SCOE receives written notice, not the teacher drop date.**

SCOE will provide a refund to the District according to the following schedule:

Date SCOE Receives Written Notice	Amount of Refund
Jul. 1- Oct. 31	100% of Teacher Candidate fee
Nov.1- Dec. 31	50% of Teacher Candidate fee
Jan. 1 - Jan. 31	25% of Teacher Candidate fee
Feb. 1-Jun. 30	No refund

5. Designate a Fiscal Contact to maintain fiscal records related to the District's Teacher Induction Program and provide them to the Teacher Induction Program upon request.

#### **V. Ownership of Materials**

Any and all products developed by the Teacher Induction Program are the exclusive property of the SCOE. School districts, their employees, staff, and subcontractors shall not have the right to disseminate, market, or otherwise use the products without the express written permission of SCOE. SCOE and the Teacher Induction Program shall have the authority to adapt and adopt materials developed by the Teacher Induction Program for dissemination purposes.

#### **VI. Compliance with CTC Requirements**

Pursuant to Education Code Section 44227 both parties agree to adhere to the General Preconditions (requirements 1-6) established by the CTC, which are attached to this MOU as Exhibit 4 and incorporated herein by reference.

#### **VII. General Terms.**

##### **A. Entire MOU:**

This MOU contains the Parties' entire written agreement. Any representations or promises not specifically detailed in this document will not be valid or binding on the Parties to this MOU. Any modification to the terms of this MOU must be made in writing and signed by all Parties to this MOU.

##### **B. Indemnification:**

1. District agrees to defend, indemnify, and hold harmless SCOE (including its directors, agents, officers and employees) from any claim, action, or proceeding arising from any actual or alleged acts or omissions of District (its director, agents, officers, or employees) in performing its duties and obligations described in this MOU or imposed by law.

SCOE agrees to defend, indemnify, and hold harmless District (including its directors, agents, officers and employees) from any claim, action, or proceeding arising from any actual or alleged acts or omissions of SCOE (its director, agents, officers, or employees) in performing its duties and obligations described in this MOU or imposed by law.

2. Each party shall be responsible for maintaining the confidentiality of employee data to the extent required by law. If either party fails to comply with this requirement it shall hold the non-offending party harmless and indemnify that party for the breach of confidentiality.

3. The principles of comparative fault shall govern this agreement. This provision shall survive the termination of this agreement.

#### **C. Independent Agents:**

This MOU is by and between two independent agents and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture and/or association. The employees and agents of each party shall not be entitled to the employment benefits of the other by virtue of this MOU. Each party shall remain responsible for worker's compensation and other employment laws for their respective employees.

#### **D. Nondiscrimination Clause:**

Any service provided by either party pursuant to this MOU shall be without discrimination based on the actual or perceived race, religious creed, color, national origin, nationality, ethnicity, ethnic group identification, immigration status, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, gender, gender identity, gender expression, sex, or sexual orientation, in accordance with all applicable Federal and State laws and regulations.

#### **E. Insurance:**

All parties shall maintain in full force Commercial General Liability Insurance with limits of no less than \$2,000,000 per occurrence. Such requirement may be satisfied by coverage through a joint powers authority. Each party will name the other as an additional insured and will provide evidence of such insurance coverage and an endorsement upon request.

#### **F. Force Majeure:**

No party shall be liable to the other for delays or failures in performance under this MOU for events beyond their reasonable control, including acts of God, war, government regulation, terrorism, disaster, strikes of a third-party, civil disorder, curtailment of transportation facilities, pandemics, infectious disease outbreak, or similar occurrence beyond the party's control,

making it impossible, illegal, or commercially impracticable for one or both parties to perform its obligations under this MOU, in whole or in part.

**G. Execution of MOU:**

This MOU may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Photographic copies of such signed counterparts may be used in lieu of the originals for any purpose.

**H. Signatures:**

By affixing its signature to this MOU, each party warrants and represents that each has the authority to enter into this MOU and to perform all obligations under the MOU, and further that the signatory of this MOU is authorized to legally bind the party.

By:   
 Signature of Authorized Official  
 Sacramento County Office of Education

Nicolas Schweser

Title: Assoc Supt

Date: 5/1/25

By: \_\_\_\_\_  
 Signature of Authorized Official  
**American Indian Model Schools**

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



# **Teacher Induction Program Preconditions and Program Standards**

## **Commission on Teacher Credentialing**

**Standards Adopted  
*October 2016***

***Handbook Revised June 26, 2017***

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Commission on Teacher Credentialing  
1900 Capitol Avenue  
Sacramento, California 95811

This handbook is available at:  
<http://www.ctc.ca.gov/>



## Teacher Induction

The Teacher Induction standards govern the program for Preliminary Multiple Subject, Single Subject and Education Specialist teachers complete to earn a Clear Teaching Credential.

### Preconditions for Teacher Induction Programs

1. Each Induction program must be designed to provide a two-year, individualized, job-embedded system of mentoring, support and professional learning that begins in the teacher's first year of teaching.
2. The Induction program must identify and assign a mentor to each participating teacher within the first 30 days of the participant's enrollment in the program, matching the mentor and participating teacher according to credentials held, grade level and/or subject area, as appropriate to the participant's employment.
3. Each Induction program must assure that each participating teacher receives an average of not less than one hour per week of individualized support/mentoring coordinated and/or provided by the mentor.
4. Goals for each participating teacher must be developed within the context of the Individual Learning Plan (ILP) within the first 60 days of the teacher's enrollment in the program.
5. The Individual Learning Plan must be designed and implemented solely for the professional growth and development of the participating teacher and not for evaluation for employment purposes.
6. An Induction program sponsor must make available and must advise participants of an Early Completion option for "experienced and exceptional" candidates who meet the program's established criteria.

## Induction Program Design for Mentoring Clear Teaching Credential Candidates

### **Standard 1: Program Purpose**

Each Induction program must support candidate development and growth in the profession by building on the knowledge and skills gained during the Preliminary Preparation program to design and implement a robust mentoring system as described in the following standards that helps each candidate work to meet the *California Standards for the Teaching Profession*.

### **Standard 2: Components of the Mentoring Design**

The Induction program's mentoring design must be based on a sound rationale informed by theory and research, and must provide multiple opportunities for candidates to demonstrate growth in the California Standards for the Teaching Profession. The mentoring approach implemented by the program must include the development of an Individualized Learning Plan (ILP) for candidates based on needs determined by the teacher and program provider, in consultation with the site administrator and guided by the Preliminary Program Transition Plan. The ILP must address identified candidate competencies that support the recommendation for the credential. Mentoring support for candidates must include both "just in time" and longer term analysis of teaching practice to help candidates develop enduring professional skills. The program's design features both individually and as a whole must serve to strengthen the candidate's professional practice and contribute to the candidate's future retention in the profession.

### **Standard 3: Designing and Implementing Individual Learning Plans within the Mentoring System**

The Individualized Learning Plan (ILP) must address the *California Standards for the Teaching Profession* and provide the road map for candidates' Induction work during their time in the program along with guidance for the mentor in providing support. The ILP must be collaboratively developed at the beginning of Induction by the candidate and the mentor, with input from the employer regarding the candidate's job assignment, and guidance from the program staff. The ILP must include candidate professional growth goals, a description of how the candidate will work to meet those goals, defined and measurable outcomes for the candidate, and planned opportunities to reflect on progress and modify the ILP as needed. The candidate's specific teaching assignment should provide the appropriate context for the development of the overall ILP; however, the candidate and the mentor may add additional goals based on the candidate's professional interests such as, for example, advanced certifications, additional content area literacy, early childhood education, case management, evidence-based practices supportive of specific disabilities within the candidate's caseload, consultation, collaboration, co-teaching, and collaborating with para-educators and service providers. Within the ILP, professional learning and support opportunities must be identified for each candidate to practice and refine effective teaching practices for all students through focused cycles of inquiry.

The program must assist the candidate and the mentor with assuring the availability of resources necessary to accomplish the ILP. The program must ensure dedicated time for regular mentor and candidate interactions, observations of colleagues and peers by the candidate, and other activities contained in the ILP. In addition, the mentoring process must support each candidate's consistent practice of reflection on the effectiveness of instruction, analysis of student and other outcomes data, and the use of these data to further inform the repeated cycle of planning and instruction. Within the



ongoing mentoring interactions, the mentor must encourage and assist candidates to connect with and become part of the larger professional learning community within the profession.

#### **Standard 4: Qualifications, Selection and Training of Mentors**

The Induction program assigns qualified mentors and provides guidance and clear expectations for the mentoring experience based on the program's design. Qualifications for mentors must include but are not limited to:

- Knowledge of the context and the content area of the candidate's teaching assignment
- Demonstrated commitment to professional learning and collaboration
- Possession of a Clear Teaching Credential
- Ability, willingness, and flexibility to meet candidate needs for support
- Minimum of three years of effective teaching experience

Guidance and clear expectations for the mentoring experience provided by the program must include but are not limited to:

- Providing "just in time" support for candidates, in accordance with the ILP, along with longer-term guidance to promote enduring professional skills
- Facilitation of candidate growth and development through modeling, guided reflection on practice, and feedback on classroom instruction
- Connecting candidates with available resources to support their professional growth and accomplishment of the ILP
- Periodically reviewing the ILP with candidates and making adjustments as needed

The program must provide ongoing training and support for mentors that includes, but is not limited to:

- Coaching and mentoring
- Goal setting
- Use of appropriate mentoring instruments
- Best practices in adult learning
- Support for individual mentoring challenges, reflection on mentoring practice, and opportunities to engage with mentoring peers in professional learning networks
- Program processes designed to support candidate growth and effectiveness

#### **Standard 5: Determining Candidate Competence for the Clear Credential Recommendation**

The Induction program must assess candidate progress towards mastery of the *California Standards for the Teaching Profession* to support the recommendation for the clear credential. The documentation of candidate progress must reflect the learning and professional growth goals indicated within the Individualized Learning Plan and evidence of the candidate's successful completion of the activities outlined in the ILP.

Prior to recommending a candidate for a Clear Credential, the Induction program sponsor must verify that the candidate has satisfactorily completed all program activities and requirements, and that the program has documented the basis on which the recommendation for the clear credential is made. The program sponsor's verification must be based on a review of observed and documented evidence, collaboratively assembled by the candidate, the mentor and/or other colleagues, according to the

program's design. The Induction program's recommendation verification process must include a defensible process of reviewing documentation, a written appeal process for candidates, and a procedure for candidates to repeat portions of the program, as needed.

**Standard 6: Program Responsibilities for Assuring Quality of Program Services**

The program must regularly assess the quality of services provided by mentors to candidates, using criteria that include candidate feedback, the quality and perceived effectiveness of support provided to candidates in implementing their Individualized Learning Plan, and the opportunity to complete the full range of program requirements. Induction program leaders must provide formative feedback to mentors on their work, including establishment of collaborative relationships. Clear procedures must be in place for the reassignment of mentors, if the pairing of candidate and mentor is not effective.

The program must provide a coherent overall system of support through the collaboration, communication and coordination between candidates, mentors, school and district administrators, and all members of the Induction system.

# Coversheet

## Harris School Solutions

<b>Section:</b>	IV. Consent Calendar
<b>Item:</b>	F. Harris School Solutions
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Harris School Solutions (MealTime) Cover Letter (1).docx.pdf American Indian Model Schools SaaS Agreement 2025 (1).pdf



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

### Submitter Information

Full Name: Tiffany Tung

Position/Title: Director of Program Compliance

Department: Program Compliance

Date of Submission (MM/DD/YYYY): 5/16/2025

### Item Details

Title of Item: KIT Grant Proposal

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: Submission of Service Agreement for software between Harris School

Solutions (Meal Time) and AIMS.

### 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: \$1733

Is this expenditure included in the annual budget?

☒ Yes ☐ No

Please specify in which plan this expense is indicated:

Child Nutrition Funds



## Software As A Service Agreement

This **Software As A Service Agreement** (the “**Agreement**”) is entered into on May 15, 2025 (the “**Effective Date**”) between **American Indian Model Schools** (“**Customer**”) and **Harris Systems USA** of 2429 Military Rd Ste 3 Niagara Falls, NY 14304 (MealTime).

**NOW THEREFORE**, in consideration of the mutual covenants and obligations contained here and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

### 1. Definitions

The following terms shall have the meaning set out below; all other capitalized terms not otherwise defined in this Section shall have the meaning set forth in the Agreement:

- (a) “**Annual Subscription Fees**” means the annual subscription fees set out in Schedule “A” to this Agreement.
- (b) “**Change Order**” means any written documentation between the Customer and Harris evidencing their agreement to change particular aspects of this Agreement.
- (c) “**Completion of Services**” means the Professional Services are complete and shall be deemed to have occurred on the date which the Customer commences using the Services.
- (d) “**Confidential Information**” means, with respect to a party hereto, all information or material which: is (A) marked “Confidential,” “Restricted,” or “Proprietary Information” or other similar marking, (B) known by the parties to be considered confidential, proprietary, or is confidential under federal or state law or (C) which should be known or understood to be confidential or proprietary by an individual exercising reasonable commercial judgment in the circumstances. Confidential Information of Harris shall include, without limitation, the Software, the Documentation, and any information with respect to the Services that Harris may provide to Customer from time to time, including without limitation, all information disclosed by Harris relating to the security of its facilities, computer systems and products. Confidential Information does not include information to the extent that such information: (i) is or becomes generally known to the public by any means other than a breach of the obligations of a receiving party hereunder; (ii) was previously known to the receiving party as evidenced by its written records; (iii) is rightly received by the receiving party from a third party who is not under an obligation of confidentiality; or (iv) is independently developed by the receiving party without reference to or use of the other party’s Confidential Information and which such independent development can be established using evidence that would be acceptable to a court of competent jurisdiction. Confidential Information of Harris shall include, without limitation, the Services, the Software, Documentation, and any information with respect to the Services that Harris may provide to Customer from time to time, including without limitation, the terms and conditions of this Agreement and all information disclosed by Harris relating to the security of its facilities, computer systems and products.
- (e) “**Data Conversion Fees**” shall have the meaning set forth in Section 10 of this Agreement.
- (f) “**Data**” means all data that is provided by Customer to Harris and all other content transmitted, posted, received or created through Customer’s use of the Services or the Software.
- (g) “**Documentation**” means user guides, operating manuals, education materials, product descriptions and specifications, technical manuals, supporting materials, and other information relating to the Software or used in conjunction with the Software, whether distributed in print, magnetic, electronic, or video format, in effect as of the date the Software are provided to the Customer.



- (h) **“Fees”** means the Annual Subscription Fees, Professional Services Fees, Conversion Costs and other Fees as may be further described and listed in Schedule “A” of this Agreement.
- (i) **“Professional Service(s)”** means those implementation, training, consulting and professional service(s) provided by the Harris Professional Services team as further described in Schedule “A” and Schedule “C” to this Agreement.
- (j) **“Professional Services Fees”** means the Professional Service(s) fees set out in Schedule “A” to this Agreement.
- (k) **“Services” and “Software Services”** each means the web-based service(s) commonly referred to as a “Software as a Service” (SaaS) solution to be provided by or on behalf of Harris under this Agreement that includes hosting, monitoring, operating and maintaining the Software as a service at a site owned or controlled by Harris and the delivery of non-exclusive access via the Internet to Customer to use the Software, as a service, granted to Customer pursuant to Section 2 hereof. The Services shall also include storing all data entered and maintained by Users through use of the Services.
- (l) **“Software”** means the software product(s) that are owned by Harris, including those products that are delivered as a SaaS solution and the Terminal Software, as listed in Schedule “A”.
- (m) **“Support Services”** means those support services to be provided by the Harris Support team as further described in Schedule “D” to this Agreement.
- (n) **“Third Party Components”** means any third party telecommunications, energy/utility transportation, managed facilities and/or software applications and services that MealTime or its service providers has licensed or purchased and provided access to or otherwise made available to Customer as part of the Services or the Software as well as any third party software that is required to be obtained by Customer directly from the applicable third party vendor in accordance with Section 8(h).
- (o) **“User”** means an employee or agent of Customer that has been authorized by the Customer in writing to access and use the Services.

## 2. Authorization

Subject to the terms and conditions of this Agreement, including without limitation, payment by Customer of the Professional Services Fees required for set-up and the Annual Subscription Fees, Harris hereby grants to Customer a personal, non-exclusive, non-transferable limited right during the Term (a) to allow Users to access and use the Services on an annual subscription basis from the Serving Lines solely at the Sites and in accordance with the Documentation solely for Customer’s internal business purposes; and (c) to use, copy and modify the Documentation solely for the purpose of creating and using internal training materials relating to the Services.

## 3. Fees

In consideration of receiving Services and the Professional Services, Customer agrees to pay to Harris the Fees and all applicable travel and lodging expenses as described in Section 4 of this Agreement in accordance with the payment terms as defined in Schedule “A”.

The Annual Subscription Fees, Professional Services Fees and any other fees set out in this Agreement are exclusive of taxes. Customer agrees to pay all foreign, federal, state, provincial, county or local income taxes, value added taxes, use, personal, property sales and any other taxes, tariff, duty or similar charges that may be levied by a taxing authority (excluding taxes on Harris’ net income).

If any Fees are not paid when due, then at Harris’ discretion, (a) such Fees may accrue late interest at the rate of 1.5% (18% per annum) of the outstanding balance per month, or the maximum rate permitted by law, whichever is lower, from the date such fee was due until the date paid, and/or (b)] Harris may suspend the Service, including all Customer access to the Service, pursuant to Section 16(b).

#### 4. Travel and Lodging Expenses

Travel and lodging expenses will be billed in conjunction with any Professional Services work performed at Customer's offices by any Harris personnel. Harris travel expenses are billed to Customer for each Harris employee providing Professional Services as follows:

- Onsite travel fee - \$400 (does not include the expenses below)
- Lodging and Hotel expenses: If the Harris employee must spend the evening.
- Airfare expenses: If the Harris employee must travel by air to reach Customer's offices.
- Rental Car or Taxi fees: As appropriate to travel to / from Customer's offices.
- Personal Vehicle expenses: If a Harris employee uses his/her personal vehicle, mileage will be charged at the currently published IRS reimbursement rate.
- Per Diem expenses: Fifty-five dollars (\$55) per day will be charged to cover meals and incidentals when an employee is at or traveling to and from Customer's offices. If an employee must travel on Saturday, Sunday, or a holiday, or is at Customer's office on a holiday, the Per Diem rate shall increase to one hundred ten dollars (\$110) per day for the corresponding days. Harris reserves the right to change the rates charged for reimbursable meals and incidentals.

Harris will use its reasonable efforts to minimize all travel and lodging expenses. Only actual travel and lodging expenses will be billed to the Customer.

#### 5. Term

Unless terminated earlier in accordance with the terms hereof, this Agreement shall commence on the Effective Date and shall continue until June 30 (the "Initial Term") After the Initial Term, the Agreement shall be automatically renewed for successive one (1) year periods(each a "Renewal Term") commencing on July 1 (the "Renewal Date") subject to Harris' then-current price structure unless either party provides written notice to the other party of its intention not to renew within one hundred and twenty (120) days of the end of the then current term. The Initial Term and Renewal Term(s) shall collectively be referred to as the "Term".

#### 6. Restrictions on Use

- (a) Except as expressly provided herein, Customer may not give away, rent, lease or otherwise sell, re-sell, sublicense, distribute or transfer the license rights granted under this Agreement or otherwise use the Software or Services except as expressly permitted by this Agreement without the prior written consent of Harris.
- (b) Customer agrees that it will not reverse engineer, decompile, translate or otherwise attempt to derive, or permit or help others to derive the source code relating to all or any part of the Software or Software Services, or attempt to otherwise convert or alter the Software or Software Services into human readable code, except to the extent applicable law expressly prohibits the foregoing restriction.
- (c) Customer may duplicate Documentation, at no additional charge, for Customer's internal use so long as all required proprietary markings are retained on all duplicated copies.
- (d) No third party, other than duly authorized agents or employees of Customer authorized pursuant to Section 2 hereunder, shall have access to or use of the Software or Services.
- (e) Customer shall not copy, frame or mirror any part or content of the Services, other than copying or framing on Customer's own intranets or otherwise for Customer's own internal business purposes.
- (f) Customer shall not access the Services in order to (i) build a competitive product or service; (ii) copy any features, functionality or graphics of the Software; or (iii) knowingly allow access to any competitor of Harris.
- (g) The Customer shall not transmit, upload, post, distribute, store or otherwise publish, through use of the Services, any data, material or Information that: (i) contains a software virus, Trojan horse, worm or other harmful or deleterious computer code, files or programs that may adversely affect any hardware or software, or that intercepts or misappropriates any data or information; (ii) is threatening, defamatory, libelous, harassing, profane, is an invasion of

privacy, offensive, obscene or harmful; (iii) infringes or otherwise violates any patent, copyright, trademark, trade secret or other intellectual property or proprietary right of any third party; (iv) violates any law, statute, ordinance or regulation; or (v) includes unsolicited bulk e-mails, advertisements or solicitations.

- (h) Customer shall not knowingly transmit any data to the system used by Harris to provide the Services that contains software viruses or other harmful or deleterious computer code, files or programs.
- (i) Customer shall not interfere with or disrupt services or networks connected to the system used to provide the Services and shall not attempt to gain unauthorized access to the Services or such services or networks connected to the system used to provide the Services.
- (j) Customer shall not use the Services to store or transmit any material that is infringing, libelous, an invasion of privacy, obscene, offensive, harmful, illegal or would otherwise violate or infringe the rights of any third party.
- (k) Customer shall not provide the results of using the Services for the purposes of monitoring its availability, performance, functionality, benchmarking or competitive analysis to any third party.
- (l) In addition to its termination rights under Section 16, Harris may restrict or limit Customer's access to the Services if Harris reasonably determines that Customer has engaged in or is likely to engage in (whether knowingly or unknowingly) any prohibited conduct described herein and such conduct, in Harris' reasonable opinion poses any risk of any kind or nature to Harris or its service providers' network, business or other customers. As promptly as practicable after becoming aware of Customer's engagement in any such prohibited conduct, Harris will use reasonable efforts to notify Customer of the restriction or limitation to Customer's access to the Services and will promptly restore Customer's access after Harris has had reasonable assurance that such conduct has been permanently discontinued. In addition to and without limiting the foregoing, Harris reserves the right to refuse to post or to remove in whole or in part any information or materials provided or submitted by or on behalf of Customer in connection with its use of the Services that Harris determines, in its reasonable discretion, are either in violation of this Agreement or pose any risk of any kind or nature to Harris or its service provider's network, business or other customers.

## **7. Services Availability (SaaS)**

- (a) Harris shall provide all facilities, equipment, and software required to make the Software Services available.
- (b) Harris shall use commercially reasonable efforts to make the Software Services available to Users twenty four (24) hours per day, seven (7) days per week; subject to the terms further defined in Schedule "B".
- (c) Harris reserves the right to have additional User acceptance criteria that may be applied to Users prior to their ability to have access to the Software Services. Harris shall inform Customer of such criteria but Harris shall be free to implement such criteria at any time without prior written warning to the Customer and/or to Users. Where Users do not accept such and/or agree to such criteria, Harris reserves its rights to not grant to such Users access to the Software Services. Harris reserves its rights to restrict access to the Software Services to Users for any violation of any additional terms and conditions to which such Users accept/agree to access the Software Services.
- (d) Harris shall provide installation, configuration, system administration and maintenance of the facilities and equipment and software required to operate and ensure availability of the Software Services. Customer, not Harris, shall be responsible for creating and maintaining all User account information and for performing all other application level system administration functions that are available within the Software Services.
- (e) Harris shall comply with the terms and conditions regarding access and use of Data as set out in Section 18 of this Agreement.
- (f) Customer acknowledges that in order to provide the Services Harris may be required to purchase access the Third Party Components. Customer further acknowledges that the availability of such Third Party Components is based solely on the best information available to Harris and its service providers as of the Effective Date including third party representations and government regulations and is subject to change during the Term with little or no advance notice. If any necessary Third Party Components are determined by Harris to be unavailable as a result of changes to any third party availability, governmental regulations or other condition or circumstance outside of Harris' control, then (a) Harris



shall not be in breach hereof or otherwise liable for any failure or inability to provide the Services as a result of such unavailability of any Third Party Components; and (b) Harris may in its sole discretion modify, change or replace the applicable Third Party Components and otherwise attempt to mitigate the impact of the such unavailability of Third Party Components, subject to the right to terminate set out in Section 16. Notwithstanding the forgoing, Harris reserves the right to change or modify any Third Party Component at any time upon notice to the Customer, and if required, shall modify Schedule "F" by amendment duly executed by the parties, the consent and execution of which by the Customer shall not unduly or unreasonably withheld.

## 8. Customer Responsibilities

- (a) **Cooperation by Customer.** Customer acknowledges that the success and timeliness of the implementation process shall require the active participation and collaboration of Customer and its staff and agrees to act reasonably and co-operate fully with Harris to achieve the Completion of Services related to any Professional Services provided by Harris. To enable Harris to provide effective Support Services, the Customer will establish auto remote access based on remote access procedures compatible with Harris' practices.
- (b) **Project Manager.** Customer shall appoint a project manager who shall work closely with Harris to facilitate the successful completion of the implementation process and who shall be responsible for supervising Customer staff and ensure their co-operation with and participation in such process during any Professional Services engagement.
- (c) **Customer Equipment.** Customer agrees that it shall be responsible, at its sole expense, for providing all Internet access, including but not limited to obtaining, installing and maintaining all equipment, hardware, network, Internet or direct telecommunications connections and software applications (e.g. web browser) at Customer's facilities required for Users to access and use the Services. Harris shall not be responsible for the operation of any Internet, network or other communication services. Customer further acknowledges that access to and the operation of the Services requires Customer's and Users' hardware to be of sufficient quality, condition and repair, and Customer agrees to and/or to ensure that Users' maintain their applicable hardware in the appropriate quality, condition and repair at its sole cost and expense. These requirements may also be necessary in order to facilitate the achievement of Completion of Services related to any Professional Services supplied by Harris.
- (d) **Passwords.** Customer agrees to comply with all Harris security policies and procedures as provided to it and amended from time to time. Customer and its Users shall be responsible for keeping any and all passwords and user ID's assigned to it its Users secret and confidential. Customer agrees that it is and shall remain solely and completely liable for any communications or other uses that are made using Customer's or its Users' passwords and user ID's, as well as any obligation that may result from such use. Customer agrees to notify Harris immediately of any unauthorized use of any password or user ID or any other breach of security suspected by Customer.
- (e) **Users.** The Customer is responsible for: (i) the actions of Users using the Services in accordance with this Agreement; (ii) ensuring that Users agree to any further terms and conditions as may be provided by Harris from time to time for Users; and (iii) informing Harris of any information about Users' actions that may affect either the Services or third party data contained in or used by the Services, or Harris' ability to provide the Services as contemplated by this Agreement.
- (f) **Compliance with Laws.** Customer represents and warrants to Harris that it and its Users will at all times be in compliance with all applicable local, state, provincial, federal and international laws including but not limited to those laws regarding restrictions on exports, defamation, libel, harm to reputation, invasion of privacy, misuse or failure to protect personal information, violation of secrecy, confidentiality, unfair competition and other situations which could generate liability.
- (g) **Data Security.** Customer acknowledges and agrees that use of or connection to the Internet is inherently insecure and provides opportunity for unauthorized access by a third party to Customer's and its Users' (as well as Harris') computer systems, networks and any and all information stored therein. Customer is solely responsible for ensuring that (i) Customer's computer systems are secure and protected from unwanted interference (such as "hackers" and viruses), (ii) all transmissions are screened for viruses or other harmful code prior to transmission to Harris' servers; and (iii) Data is encrypted.

**HARRIS DOES NOT GUARANTEE THE PRIVACY, SECURITY, AUTHENTICITY, AND NON-CORRUPTION OF ANY INFORMATION TRANSMITTED OR STORED IN ANY SYSTEM CONNECTED TO THE INTERNET. WE SHALL NOT BE RESPONSIBLE FOR ANY ADVERSE CONSEQUENCES WHATSOEVER OF CUSTOMER'S OR ITS USERS' CONNECTION TO OR USE OF THE INTERNET, AND HARRIS SHALL NOT BE RESPONSIBLE FOR ANY USE BY CUSTOMER OR ANY USER OF CUSTOMER'S INTERNET CONNECTION IN VIOLATION OF ANY LAW, RULE OR REGULATION.**

- (h) **Third Party Components; Required Third Party Software.** Customer agrees to comply with and be bound by the additional terms and conditions applicable to the Third Party Components set out in Schedule "F" to this Agreement.

## 9. Delivery Schedule

The parties will mutually agree in writing upon a delivery schedule based on, among other things, the purchased modules, required training and availability of both Customer and Harris staff members.

## 10. Data Conversion Fees

Harris may offer data conversion services for the purpose of migrating existing Customer data to a format usable by the Purchased Service. The success of the data conversion effort is largely based on the format and quality of the Customer provided data. Unless otherwise indicated, converted data includes information such as names, addresses, balances and phone numbers. Only information explicitly listed in this Agreement will be converted. In certain instances, initial cost estimates for a data conversion may have been included in a Professional Services pricing proposal. Unless specifically included in this Agreement as part of Schedule "A", said cost estimates, and all prior data conversion cost estimates, are not binding nor are they incorporated into this Agreement. Accordingly, Harris shall notify Customer of the final data conversion fees and costs after the Customer provided sample data is examined by Harris to verify existing Customer data formats and data integrity; but before data conversion efforts are commenced. In such event, and upon receipt by Harris of notice in writing from Customer that said data conversion fees are acceptable, such data conversion fees (Data Conversion Fees) shall be in addition to all fees currently stated in this Agreement.

Any costs associated with obtaining the data from an existing Customer vendor are the responsibility of the Customer. Sample data shall be provided in standard fixed length format, CSV format, or another mutually agreed upon format with ASCII display characters only.

Wherever possible, the data extraction shall be done twice. The first extraction is to test and create the conversion tools. The second extraction is done when the implementation is ready to go live.

In the event a data re-conversion is required, for whatever reason, Customer will be billed at the Professional Services Fee rate set out in Schedule "A" to this Agreement.

## 11. Professional Services & Support Services

- (a) **Professional Services and Support Services.** Subject to the terms and conditions of this Agreement, Harris shall provide the Professional Services to Customer in accordance with Schedules "A" and "C" and the Support Services in accordance with Schedule "D".
- (b) **Manner of Performance.** Harris shall perform the Professional Services in an efficient, competent and timely manner and exercise reasonable care, skill and diligence in the performance thereof. Harris shall determine in its sole discretion the manner and means by which the Professional Services shall be performed, with due consideration of adequate knowledge transfer to Customer personnel. Harris will communicate openly with Customer in its methodology, manner and means.
- (c) **Conduct on Customer's Premises.** In the event that Harris is required to perform Professional Services on Customer's premises, any such Professional Services shall be performed with Customer's full co-operation and on the premises of Customer or, if agreed to by both parties, at an alternate location. Harris agrees that, while working on Customer's premises, each of its employees shall observe Customer's rules and policies provided to Harris in writing relating to conduct thereon.

## 12. Warranty and Warranty Disclaimer

- a) **Limited Warranty.** Harris warrants to Customer that the Services shall be performed at a level and shall substantially conform to the specifications, as stated in Harris' manuals and other documentation provided to Customer, provided that all use of the Services is for the purposes and in the environment for which they were designed and in accordance with such specifications. Customer's sole remedy in the event the Services do not conform to the foregoing limited warranty is for Harris to use commercially reasonable efforts to correct such non-conformance and the right to terminate this Agreement in accordance with Section 16(b).
- b) **Warranty Disclaimer.** TO THE GREATEST EXTENT PERMITTED BY LAW, EXCEPT FOR THE EXPRESS LIMITED WARRANTY SET OUT IN SECTION 13(A), THE SERVICES, THE SOFTWARE, THE PROFESSIONAL SERVICES AND ANY OTHER PRODUCTS OR SERVICES PROVIDED UNDER THIS AGREEMENT ARE PROVIDED TO CUSTOMER "AS IS" AND THERE ARE NO OTHER WARRANTIES, REPRESENTATIONS OR CONDITIONS, EXPRESSED OR IMPLIED, WRITTEN OR ORAL, ARISING BY STATUTE, OPERATION OF LAW, COURSE OF DEALING, USAGE OF TRADE OR OTHERWISE, REGARDING THEM OR ANY OTHER PRODUCT, SERVICE OR MATERIAL PROVIDED HEREUNDER OR IN CONNECTION HERewith.

HARRIS, ITS LICENSORS AND SUPPLIERS DISCLAIM ANY IMPLIED WARRANTIES OR CONDITIONS REGARDING THE SOFTWARE, THE SERVICES, THE PROFESSIONAL SERVICES AND ANY OTHER PRODUCTS, SERVICES AND MATERIALS PROVIDED HEREUNDER OR IN CONNECTION HERewith, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY, DURABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE OR NON-INFRINGEMENT.

HARRIS DOES NOT REPRESENT OR WARRANT THAT THE SERVICES OR THE SOFTWARE SHALL OPERATE ERROR FREE OR UNINTERRUPTED, SHALL MEET ANY OR ALL OF CUSTOMER'S PARTICULAR REQUIREMENTS, THAT ALL ERRORS OR DEFECTS IN THE SERVICES OR SOFTWARE CAN BE FOUND OR CORRECTED.

WITHOUT LIMITING THE FOREGOING, HARRIS DOES NOT MAKE ANY REPRESENTATIONS OR WARRANTIES WHATSOEVER WITH REGARD TO PRODUCTS OR SERVICES FROM THIRD PARTIES (INCLUDING WITHOUT LIMITATION THE THIRD PARTY COMPONENTS, THE HARDWARE, THE OPERATION OF THE INTERNET, NETWORK OR OTHER COMMUNICATION SERVICES) AND ASSUMES NO RESPONSIBILITY OR LIABILITY WITH RESPECT TO THE FOREGOING OR THE APPROPRIATENESS OF YOUR DATA MANAGEMENT SYSTEM OR THE ACCURACY OF DATA CONTAINED IN SUCH SYSTEM.

NO AGREEMENTS VARYING OR EXTENDING ANY EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT SHALL BE BINDING ON EITHER PARTY UNLESS IN WRITING AND SIGNED BY AN AUTHORIZED SIGNING OFFICER OF HARRIS.

## 13. Limitations on Liability

TO THE GREATEST EXTENT PERMITTED BY APPLICABLE LAW, CUSTOMER AGREES THAT THE ENTIRE LIABILITY OF HARRIS AND CUSTOMER'S EXCLUSIVE REMEDY WITH RESPECT TO THE SERVICES, THE SOFTWARE, THE PROFESSIONAL SERVICES AND ANY OTHER PRODUCTS, MATERIALS OR SERVICES SUPPLIED BY HARRIS IN CONNECTION WITH THIS AGREEMENT FOR DAMAGES FOR ANY CAUSE AND REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING FUNDAMENTAL BREACH OR NEGLIGENCE, SHALL BE LIMITED TO ACTUAL DIRECT DAMAGES AND SHALL NOT EXCEED IN THE AGGREGATE THE ANNUAL SUBSCRIPTION FEES PAID BY CUSTOMER TO HARRIS UNDER THIS AGREEMENT.

CUSTOMER FURTHER AGREES THAT IN NO EVENT SHALL HARRIS BE LIABLE, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING FUNDAMENTAL BREACH OR NEGLIGENCE, FOR ANY INDIRECT, PUNITIVE, CONSEQUENTIAL, INCIDENTAL, SPECIAL, OR EXEMPLARY DAMAGES WHATSOEVER, INCLUDING WITHOUT LIMITATION FOR LOST PROFITS, LOSS OF REVENUE, FAILURE TO REALIZE ANTICIPATED SAVINGS, LOST OR DAMAGED DATA, LOSS OF GOODWILL, BUSINESS OPPORTUNITIES OR REPUTATION, OR ECONOMIC LOSS, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH POTENTIAL LOSS OR DAMAGES, OR SUCH LOSSES OR DAMAGES ARE FORESEEABLE.

## 14. Change Order Process

With respect to any proposed changes to the Professional Services defined by this Agreement, the parties will cooperate in good faith to execute Change Orders in respect thereof, and will not unreasonably withhold approval of such proposed changes. If either party causes or requests a change in the allocation of the resources of Harris applied to a task, changes in completion schedules for individual tasks or for overall implementation, and changes in staffing that require Harris to provide additional work hours, Harris may propose a change to cover the additional work effort required of it. Approval of any such proposed changes will not be unreasonably withheld (it being acknowledged that any such material changes may require modifications to the consideration paid, and timelines governing the Professional Services), and any disputes regarding changes shall be handled initially by discussions between the parties which will be convened in good faith by the parties to resolve any such matters in dispute.

The following individuals are authorized to sign off on Change Orders on the Customer's behalf:

Name: Tiffany Tung Title: Director of Program Compliance

Name: Laila Ahmad Title: Child Nutrition Coordinator

## 15. Cancellations and Termination

### (a) Professional Services may be cancelled as follows:

Cancellation of any on-site Professional Services by Customer is allowed for any reason if done in writing more than fourteen (14) days in advance of such Professional Services. In the case of cancellation of Professional Services within fourteen (14) days or less of scheduled on-site Professional Services, Customer will be billed for any on-site fees, plus any non-recoverable costs incurred by Harris due to advance scheduling of travel. Additionally, Customer hereby acknowledges that cancellation of on-site services means that such on-site services will be rescheduled as Harris' then current schedule permits. Harris is not responsible for any delay in Customer's project resulting from Customer's cancellation of Professional Services. If additional services are required because the Customer was not adequately prepared for the on-site services, Harris will provide a Change Order to the Customer for the additional services.

### (b) This Agreement may be terminated as follows:

- i. If either party is in material breach of any of its obligations or any provision under this Agreement, the other party must notify the breaching party in writing of such default (a "**Default Notice**"). Upon receipt of a Default Notice, the breaching party must correct the default at no additional cost to the other party within ninety (90) days, or issue a written notice of its own disputing the alleged default within thirty (30) days, of the date of receipt of a Default Notice. If the breaching party fails to correct the default within such ninety (90) day period, and did not issue a notice disputing the alleged default within such thirty (30) day period, the other party may terminate this Agreement upon written notice to the other party to that effect.
- ii. If Customer has failed to pay any amounts when due under this Agreement, Harris shall have the right to (i) suspend performance of the Services (including Customer access to the Services) until all amounts are paid in full; and/or (ii) terminate this Agreement effective immediately upon written notice to Customer to that effect.
- iii. Harris may terminate this Agreement effective immediately upon written notice to Customer if Customer has breached its obligations of confidentiality or any intellectual property right or proprietary right of Harris.
- iv. Either party may terminate this Agreement effective immediately upon written notice to the other party if the other party: (i) becomes insolvent; (ii) becomes the subject of any proceeding under any bankruptcy, insolvency or liquidation law, whether domestic or foreign, and whether voluntary or involuntary, which is not resolved favorably to the subject party within ninety (90) days of commencement thereof; or (iii) becomes subject to property seizure under court order, court injunction or other court order which has a material adverse effect on its ability to perform hereunder.

## 16. Effects of Termination

In the event of termination or expiration of this Agreement:

- a) All rights granted to Customer in this Agreement shall immediately terminate and Harris will immediately cease to perform or provide the Services.
- b) Customer will pay all amounts due under this Agreement up to and through the date of termination and all costs reasonably incurred in collecting the amounts due to Harris (including court costs, attorney fees, and repossession charges to the extent not prohibited by law).
- c) Customer shall return to Harris or at Harris' option purge or destroy all copies of any Confidential Information of Harris in its possession or under its control (except as required under any statute or legislation related to retention requirements), and provide a duly authorized certificate of an officer of Customer confirming same within thirty (30) days.
- d) Except as otherwise provided in this Agreement, termination of this Agreement shall not affect any right of action of either party arising from anything which was done or not done, as the case may be, prior to the termination taking effect.
- e) Any cancellation and/or termination of this Agreement prior to the end of the Initial Term shall result in the following: an acceleration of all Annual Subscription Fees due for each year of the Initial Term not already invoiced and/or paid, which amount will be due immediately. This section will not affect Harris's right to collect any further invoiced amounts for other Professional Service Fees.
- f) Conditional upon Customer's payment of all Fees that are due to Harris. Subject to any legal requirement that Harris must retain a copy of the Data, Harris shall not delete the Data for 90 days from the date of termination except: (i) where Harris has provided the Data to Customer pursuant to this Subsection; or (ii) where it has received written instructions from Customer to delete the Data. Following 90 days from the date of termination if Customer has not communicated with Harris regarding the Data, Harris shall have the right to delete all Data at any time as either required by law or as determined by Harris in its sole discretion. Notwithstanding the foregoing, Harris shall be permitted to delete all Data without providing notification to Customer and Harris shall not be required to adhere to the time frames detailed above where Harris is required by law to delete such Data.

## 17. Ownership

- (a) **By Harris.** Harris, its service providers, and licensors are and shall at all times remain the owner of all copyright, trademarks, trade secrets, patents and any other intellectual property rights in and to the Software, the Services, and related documentation, materials, logos, names and other support materials provided pursuant to the terms of this Agreement. Customer shall acquire no right whatsoever to all or any part of the Services, Software, or underlying software except the limited right to access and use the Software and Services in accordance with the terms of this Agreement and Harris and its licensors reserve all rights not expressly granted to Customer. Customer must fully reproduce any copyright or other notice marked on any part of the documentation or other materials on all authorized copies and must not alter or remove any such copyright or other notice. Customer hereby grants to Harris a royalty-free, worldwide, irrevocable, perpetual license to use and incorporate into the Services and Software any suggestions, ideas, enhancement requests, recommendations or other feedback provided by Customer relating to the operation of the Services or Software.
- (b) **Customer Data.** As between Harris and Customer, all Data will remain the sole and exclusive property of Customer. Customer is solely responsible for ensuring the accuracy, quality, integrity, reliability, appropriateness and right to view and use the Data. Subject to the terms and conditions of the Agreement, Customer grants to Harris a world-wide, non-exclusive, royalty-free license to access the Data for the purpose of performing the Services. Access to the Data shall only be by Harris's employees and/or subcontractors whose job function requires access. Except as specified in this Agreement, Harris may not access the Data for any other purpose without the express written consent of Customer. Access to Data by any outside party shall only be in accordance with the terms of this Agreement or where required by law.



Customer grants to Harris a world-wide, non-exclusive, royalty-free license to aggregate or compile Data with the customer data of other customers using the Services so long as such aggregation or compilation omits any data that would enable the identification of Customer, its clients or any individual, company or organization ("Aggregated Data"). Harris shall have a worldwide, perpetual, royalty-free license to use, modify, distribute and create derivative works based on such Aggregated Data, including all reports, statistics or analyses created or derived therefrom. Additionally, Customer grants Harris the right to access Data to provide feedback to Customer concerning its use of the Services.

In the event that Harris will have access to "education records" for the Customer's students as defined under the Family Educational Rights and Privacy Act (FERPA), Harris acknowledges that for the purposes of this Agreement it will be designated as a "school official" with "legitimate educational interests" in the Client's Education records, as those terms have been defined under FERPA and its implementing regulations, and Harris agrees to abide by the FERPA limitations and requirements imposed on school officials. Harris will use the Education records only for the purpose of fulfilling its duties under this Agreement, and will not share such Data with or disclose it to any third party except as provided for in this Agreement, where required by law, or authorized in writing by Customer.

### **(c) Data and Privacy Policy of Customer**

The Customer represents and warrants to Harris that:

- i. Data that is either provided to or acquired by Harris from Customer is owned exclusively by Customer and that the Customer has full right and title to provide the Data to Harris;
- ii. Data that is either provided to or acquired by Harris is subject to a privacy policy in effect as of the Effective Date and Customer's customers have provided to Customer their written consent for its collection, use and storage by Harris and its third-party service providers in accordance with this Agreement and in any jurisdiction in North America;
- iii. Customer complies with all applicable privacy legislation as of the Effective Date in the performance of its obligations hereunder in respect of any Data collected, used, transferred, created or disclosed pursuant to this Agreement; and
- iv. Customer will not provide Harris with data of any kind for which Harris either has no need or does not have the right to collect, use and store under the terms of this Agreement.

### **18. Confidential Information**

The parties agree to keep confidential any and all Confidential Information with respect to the other party which it has received or may in the future receive in connection with this Agreement and shall only disclose such Confidential Information of the other party (i) to its agents, employees or representatives who have a need to know such information, for the purpose of performance under this Agreement and exercising the rights granted under this Agreement, and who have entered into a non-disclosure agreement at least as protective of the other party's Confidential Information as this Agreement, or (ii) to the extent required by applicable law or during the course of or in connection with any litigation, arbitration or other proceeding based upon or in connection with the subject matter of this Agreement, provided that the receiving party shall give the disclosing party reasonable notice prior to such disclosure and shall comply with any applicable protective order or equivalent. The parties each agree to hold the other party's Confidential Information in confidence and to take all reasonable steps, which shall be no less than those steps it takes to protect its own confidential and proprietary information, to protect the Confidential Information of the other party.

In addition to any other restrictions on Harris' use of the Data, the confidentiality obligations above apply except to the extent that both parties agree that the Data may be subject to privacy laws providing for the owners of the Data to review such Data or to challenge the collection and storage of the Data. Customer shall indemnify and reimburse Harris in relation to all reasonable fees and other disbursements paid by Harris to comply with such requests, whether by an individual or a government body, or to challenge such requests at either Harris' or Customer's request. Customer represents and warrants to Harris that as of the Effective Date no individual, government body or third party has requested a review of the Data or challenged the collection and storage of the Data to be stored in the Software.

## 19. Indemnity

Customer is solely responsible for its Data, its use, and its Users' use, of the Services in any way, and all legal liability arising out of or relating thereto. Customer shall defend, indemnify and hold Harris and its third party service providers, if applicable, and each of their respective officers, directors, employees and agents (the "**Indemnities**") harmless from and against any and all losses, costs, damages and expenses (including reasonable attorney's fees) that the Indemnities may suffer in connection with any demands, claims, actions, suits or proceedings arising out of or in connection with (i) the use of the Services including but not limited to any Third Party Components by Customer or its Users; (ii) any breach by Customer or its Users of this Agreement; or (iii) Customer's Data, including but not limited to any third party claims that the inclusion, use, reference, incorporation of or linking to any third party materials or the Customer's Data violates such third party's copyright and/or other intellectual property, privacy or other rights, or that such use is illegal.

## 20. General

**(a) Governing Law; Venue:** This Agreement shall be governed by and construed in accordance with the laws of the state of Delaware and the federal laws of the United States applicable therein. This Agreement expressly excludes that body of law applicable to choice of law, the Uniform Commercial Code and the United Nations Convention on Contracts for the International Sale of Goods and any legislation implementing such Convention, if otherwise applicable. Customer and Harris hereby waive, to the fullest extent permitted by applicable law, the right to trial by jury in any action, proceeding or counterclaim filed by any party, whether in contract, tort or otherwise, relating directly or indirectly to this Agreement or any acts or omissions of Harris in connection therewith or contemplated thereby.

**(b) Mediation:** Except where this Agreement explicitly states that this Section does not apply, the parties agree to submit any claim, controversy or dispute arising out of or relating to this Agreement or the relationship created by this Agreement to non-binding mediation before bringing a claim, controversy or dispute in a court or before any other tribunal. The mediation is to be conducted by either an individual mediator or a mediator appointed by mediation services mutually agreeable to the parties. Such mediator shall be knowledgeable in software system agreements. The mediation shall take place at a time and location which is also mutually agreeable; provided; however, in no event shall the mediation occur later than ninety (90) days after either party notified the other of its desire to have a dispute be placed before a mediator. The costs and expenses of mediation, including compensation and expenses of the mediator (and except for the attorneys' fees incurred by either party), is to be shared by the parties equally. If the parties are unable to resolve the claim, controversy or dispute within ninety (90) days after the date either party provides the other notice of mediation, then either party may bring and initiate a legal proceeding to resolve the claim, controversy or dispute unless the time period is extended by a written agreement of the parties. Nothing in this Section shall inhibit a party's right to seek injunctive relief at any time.

### **(c) Notice**

Any notice required or permitted to be given to any party to this Agreement shall be given in writing and shall be delivered either personally, mailed by prepaid registered post or sent by facsimile to the appropriate address or facsimile number set out below. Any such notice shall be conclusively deemed to have been given and received on the day on which it is delivered or transmitted (or on the next succeeding business day if delivered or received by facsimile after 5:00 p.m. local time on the date of delivery or receipt, or if delivered or received by facsimile on a day other than a business day), if personally delivered or sent by facsimile or, if mailed, on the third business day following the date of mailing, and addressed, in the case of the Consultant, to:

Harris Systems USA of 2429  
 Military Rd Ste 3 Niagara Falls, NY 14304  
 Attention: Executive Vice President  
 Telephone: 613-226-5511, extension 2149

and in the case of the Customer, to:

**Customer Name: American Indian Model Schools**  
**Address: 171 12<sup>th</sup> Street, Oakland, CA 94607**  
**Contact Number: (510) 893-8701**

Each party may change its particulars respecting notice, by issuing notice to the other party in the manner described in this Section 21(c).

- (d) **Currency:** Unless otherwise indicated, all dollar amounts referred in this Agreement are in lawful money of the United States of America.
- (e) **Use of Name.** Customer agrees to the following promotional activities in relation to the purchase of Harris' solutions, products and services: (i) Customer permits Harris to issue a mutually agreed upon press release announcing Customer's purchase of Harris' products and services; and (ii) Customer grants Harris the right to reasonably include the Customer's name and logo in published lists referencing the users of the products and services of Harris. Customer may unilaterally withdraw their consent to the above promotional activities at any time by providing written notice to Harris of said revocation.
- (f) **Entire Agreement:** This Agreement together with the Schedules attached to this Agreement constitute the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, representations, negotiations, understandings, arrangements, and communications between the parties, both written and oral, relating to the subject matter hereof. No terms and conditions in any Customer orders, or in any other documentation employed by or on behalf of Customer in connection with this Agreement, regardless of the date of such documentation, will affect the terms of this Agreement, even if such document is accepted by the receiving party, with such provisions being deemed deleted. This Agreement may only be modified by a written amendment signed by an authorized representative of each of the parties.
- (g) **Waiver.** No waiver of any breach of any provision of this Agreement shall constitute a waiver of any prior, concurrent, or subsequent breach of the same or any other provisions hereof, and no waiver shall be effective unless made in writing and signed by an authorized representative of the waiving party.
- (h) **Assignment:** Customer may not assign any of its rights or duties under this Agreement without the prior written consent of Harris, such consent not to be unreasonably withheld. This Agreement shall inure to the benefit of and be binding upon the parties to this Agreement and their respective successors and permitted assigns.
- (i) **Severability:** If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable under any applicable law, then such provision shall be deemed modified to the extent necessary in order to render such provision valid and enforceable. If such provision may not be so saved, it shall be severed and the remainder of this Agreement shall remain in full force and effect.
- (j) **Allocation of Risk:** Customer acknowledges and agrees that the warranty disclaimer and limitation of liability contained in this Agreement are fundamental elements of the basis of the bargain between Harris and Customer and set forth an allocation of risk reflected in the fees and payments due hereunder.
- (k) **Relationship:** The parties are and shall at all times remain independent contractors in the performance of this Agreement and nothing herein shall be deemed to create a joint venture, partnership or agency relationship between the parties. Neither party will have the power to bind the other party or to contract in the name of or create any liability against the other party in any way for any purpose. Neither party will be responsible for the acts or defaults of the other party or of those for whom the other party is law responsible.
- (l) **Equitable Relief:** Customer acknowledges and agrees that it would be difficult to compute the monetary loss to Harris arising from a breach or threatened breach of this Agreement by Customer and that, accordingly, Harris will be entitled to specific performance, injunctive or other equitable relief in addition to or instead of monetary damages in the event of a breach or threatened breach of this Agreement by Customer.



- (m) **Force Majeure:** No default, delay or failure to perform on the part of Harris shall be considered a breach of this Agreement where such default, delay or failure is due to a force majeure or to circumstances beyond its control. Such circumstances will include, without limitation, strikes, riots, civil disturbances, actions or inactions concerning government authorities, epidemics, war, terrorist acts, embargoes, severe weather, fire, earthquakes, acts of God or the public enemy or default of a common carrier, unavailability of Third Party Components or other disasters or events.
- (n) **Survival:** Sections 1 (Definitions), 3 (Fees), 4 (Travel and Lodging Expenses), 6 (Restrictions on Use), 8(f) (Compliance with Laws), 8(g) (Data Security), 12 (Warranty and Warranty Disclaimer), 13 (Limitations of Liability), 16 (Effects of Termination), 17 (Ownership), 18 (Confidential Information), 19 (Indemnity), 20 (General) and any other provision of this Agreement which is required to ensure that the parties fully exercise their rights and their obligations hereunder shall survive any termination or expiration of this Agreement unless and until waived expressly in writing by the party to whom they are the benefit.
- (o) **Counterparts:** This Agreement may be executed in counterparts (whether by facsimile signature, PDF via email, or otherwise), each of which when so executed shall constitute an original and all of which together shall constitute one and the same instrument.

**IN WITNESS WHEREOF,** Harris and the Customer have duly executed this Agreement to be effective on the Effective Date first written above.

CUSTOMER

Laila Ahmad

**NAME**

Child Nutrition Coordinator

**TITLE**

Laila Ahmad

**SIGNATURE**

4/14/2025

**DATE**

Harris Systems USA

Ross D'Elia

**NAME**

Executive Vice President

**TITLE**

**SIGNATURE**

**DATE**

**Schedule "A"**  
**Fees and Payment Schedule \***

**MEALTIME**

PRODUCT NAME	QTY	Price
MealTime Annual Subscription Renewal – Central Management '25-'26 SY	1	\$433.00
MealTime Annual Subscription Renewal – Eligibility Management '25-'26 SY	1	\$433.00
MealTime Annual Subscription Renewal – Point of Sale '25-'26 SY	1	\$371.00
MealTime Hosting Fee – '25-'26 SY	2	\$496.00
<b>TOTAL ANNUAL SUBSCRIPTION FEE FOR CLOUD SOLUTIONS</b>		<b>\$1,733.00</b>

All pricing is exclusive of applicable sales, use or similar taxes. Customer is responsible for any such taxes that may apply; if Customer is tax exempt, evidence of such tax exemption must be provided. Lapsed payments may lead to denial of access to the Service in accordance with Section 16(b)(ii) of the Agreement.

**PAYMENT TERMS:**

The Annual Subscription Fees for the Initial Term shall be prorated for any partial term from the Effective Date to June 30, and be due upon the section of this Agreement. The Annual Subscription Fee for any Renewal Term shall be invoiced in the April preceding the given Renewal Date, and be due and payable thirty (30) days from the date of invoice.

One-half of the Professional Services Fees stated above will be invoiced upon contract signing and shall be due and payable thirty (30) days from the date of invoice. The remaining Professional Services Fees and any applicable travel and lodging expenses will be invoiced as incurred and shall be due and payable thirty (30) days from the date of invoice.

**ADDITIONAL PROFESSIONAL SERVICE(S) FEES:**

Additional Professional Services may be provided on-site or via the telephone. Professional Service work provided via telephone is billed at the rate of one hundred-fifty dollars (\$150) per hour. On-site work is billed at the rate of one hundred-fifty dollars (\$150) per hour with a minimum of six (6) hours plus travel, lodging and per diem expenses. Professional Services performed one year or more after the execution date of this Agreement shall be billed at the then current Harris Professional Services rate. Help line support and Support Services do not include training or other Professional Services.

Customer shall incur a seven-hundred fifty dollar (\$750) daily surcharge for any Professional Services provided on weekends or Harris recognized holidays; plus the corresponding standard Professional Services fees and any applicable travel charges per paragraph 4.

Professional Services include, but are not limited to, the following: software installation, configuration, data validation, system setup, system balancing, interface setup, interface testing, process training, application training and business requirements gathering.

## **Schedule "B"**

### **Service Availability**

#### **Availability and Uptime Objectives:**

1. Availability of the Services is defined as when the Software Services are operational and accessible via a public internet connection. The Services shall be unavailable during certain scheduled downtime periods for the purpose of conducting maintenance and upgrades to the Services.
2. Uptime is defined as the time that the Services are either available or in scheduled downtime. Specific Service Level Objectives relating to Uptime are as follows:
  - a. Routine scheduled downtime shall not exceed eight (8) hours per month, averaged over twelve (12) months. Scheduled downtimes shall occur, to the extent practicable, during the weekend hours from 10:00 p.m. Friday to 3:00 a.m. Monday Eastern Time.
  - b. Harris shall notify Customer a minimum of five (5) calendar days prior to any period of scheduled downtime.
  - c. Harris reserves the right to schedule downtime for emergency situations with less than five (5) advance calendar days' notice.

Harris shall make commercially reasonable efforts to achieve the service level objectives described herein.

3. Harris will not be responsible for any failure to meet the above Service Level Objectives if the failure is caused by:
  - a. Customer's network infrastructure (equipment, software or other technology), Customer's connection to the Internet or an Internet failure beyond the control of Harris;
  - b. A breach of the Agreement by Customer, its employees, subcontractors or agents ("Customer Representatives");
  - c. The negligence or intentional acts or omissions of Customer Representatives or Users;
  - d. Scheduled maintenance or other mutually agreed upon downtime; or
  - e. Any other force majeure event, as set out in Section 21(I) of the Agreement.

### **Schedule "C"** **Professional Services**

Adequately training Customer's staff is a vital piece to successfully implementing a nutrition management software solution. Harris Sales will work with the Customer to identify the specific professional services for a Customer's particular need.

In order to achieve successful deployment of the Software, Customer has elected to have Harris provide the following Professional Services to Customer:

SKU	Product Name	Description	Quantity	Net Price

Assumptions:

1. (a) MealTime and Customer will provide consistent, named resources to fill project roles throughout project timeline.
2. (b) MealTime and Customer will use a collaborative approach to ensure implementation success.
3. (c) Customer will provide subject matter experts familiar with organizational policies and procedures throughout the project.
4. (d) MealTime assumes that all data to be imported will be validated as necessary by Customer prior to import.
5. (e) Customer project team will attend instructor-led training, participate in project status calls, and complete project tasks as planned.

Implementation Policies:

1. Change Management Process: Should the Customer identify additional services as part of this project, MealTime will issue a change order identifying impact to project scope, cost, and timeline for Customer's review and approval.
2. (b) A request to delay the Planned Go Live 30 days or more from the original date can result in rework and require additional charges and a change order.
3. (c) Services requested after the Project Close Out will require additional charges and a new services proposal.
4. (d) Startup Costs are priced with the assumption that implementation will be completed within 150 days after signing. MealTime reserves the right to charge Customers additional service fees for added project costs due to Customer-caused delays occurring after the 150-day implementation period.

Scope/Deliverables:

**Project Management, Training & Consulting**

1. (a) Project implementation kickoff call with Harris and the Customer's dedicated project team
2. (b) Business Process Review: review of internal procedures to be used for configuration of the software solution
3. (c) Application Consultant on-site or remote training for the Customer project team to gain familiarity with the solutions for implementation, administration and to train-end users. Train- the-trainer approach may be used in certain cases.
4. (d) Project Status Calls: periodic project status calls throughout implementation to review progress to the project schedule
5. (e) Project Close Out Call

Configuration:

System configuration is accomplished through a blended approach of pre-configuration, MealTime configuration services, and Customer configuration activities. MealTime will provide configuration services to tailor default setups to your specific needs.

Data Imports:

During implementation, we will assist with the import of data formatted in our standard templates, where applicable.

Additional Optional Services:

The following items are outside the standard scope of services and can be accommodated through a change request and additional services and fees.

- (a) Configuration, Custom Reporting, or Integration services beyond those identified above
- (b) Accounting and/or consulting services related to non-software functions
- (c) Services beyond the implementation timeframe and project close out

Schedule:

On average, a typical implementation process runs 4-6 weeks. Every Customer is unique, and timelines can vary depending on Customer size, resource availability and complexity of project. Your application consultant and/or project manager will work and establish a mutually agreed upon timeline during the project kickoff call.

Live Video Training Preparation:

- (a) Harris recommends a class size of no more than eight (8) participants for on-site training. Customer may be assessed an additional charge at the then current Harris rates for class sizes larger than eight (8) participants where it has been determined by Harris that an additional instructor is required.
- (b) On-line reference documentation is available and may be printed by Customer solely for its internal use in accordance with Section 2 of this Agreement.

**The following Customer contacts have been designated:**

Authorized Signer: \_\_\_\_\_ Title \_\_\_\_\_

Project Manager: \_\_\_\_\_ Title \_\_\_\_\_

Alternate Contact: \_\_\_\_\_ Title \_\_\_\_\_

## **Schedule “D”** **Support Services**

### **Standard Guidelines**

The purpose of this Schedule “D” is to define:

- Harris’ standard Support Services coverage (i.e. the Support Services that are included with the annual recurring subscription and hosting fees listed in Schedule “A”),
- Harris’ call priorities process and escalation procedures, and
- Other relevant Support information.

Harris reserves the right to make modifications to this Schedule as required; provided, however, Harris shall not reduce the scope of Support Services provided hereunder without the prior consent of the Customer.

The services listed below are services that are included as part of Harris Support Services:

- 800 / 888 Toll Free Telephone support
- Software for Life Philosophy:
  - Guaranteed Support on the purchased Software Services for life, and
  - Seamless and Cost effective upgrade solutions to leverage technological advances.
- Technical troubleshooting & issue resolution
- E-mail support call logging and notification
- Free 24 x 7 online access to Support information
- Standard releases and updates:
  - Defect corrections (as warranted)
  - Planned enhancements
  - State and/or Federal mandated changes (charges may apply depending on scope)
  - Release notes

### **Support Hours**

- Standard Support hours are from 8:30 a.m. EST to 7:00 p.m. EST, Monday to Friday, excluding designated company holidays as defined in this Schedule.
- Support hours may vary by specific product line.

### **Response Times**

Harris uses commercially reasonable efforts to ensure that incoming calls are handled in the order that they are received. Please note that response times are dependent on the priority of a call and calls are escalated based on the urgency of the issue reported. Response time guidelines are as follows:

Priority 1: 1 - 4 hours

Priority 2: 1 - 8 hours

Priority 3: 1 - 24 hours

## Call Priorities: Defined

In order to address Support calls efficiently, Harris' Support Services team will work with each customer to determine the severity of the incident reported and assign a priority level to each case. The priority level relates to the impact of the incident on a particular customer's ability to use Harris' products and/or solutions. Cases are then escalated through various levels of expertise for resolution. When a customer initially contacts our Support Services team about a problem and a trouble ticket is opened, the customer must set an initial Priority Level for the corresponding issue based upon Harris' incident case criteria as follows:

**“Priority 1 - High”** means a problem has occurred where (i) the customer's mission critical system(s) are down; or (ii) a substantial portion of the customer's mission critical data is at a significant risk of loss or corruption; or (iii) the customer has experienced a substantial loss of service; or (iv) the customer's business operations have been severely disrupted; and in each of the foregoing situations (i) through (iv), no workaround is immediately available.

Examples of a Priority 1 issue include:

- The System or Service is Down or inaccessible
- System errors without workarounds
- Performance issues of severe nature impacting critical processes
- Hand-held interface issues preventing billing

**“Priority 2 - Medium”** means a problem has occurred where major functionality is severely impaired. The customer's operations can continue in a restricted fashion, although long-term productivity might be adversely affected.

Examples of a Priority 2 issue include:

- System errors that have workarounds
- Calculation errors impacting a minority of records
- Reports calculation issues
- Printer related issues (related to interfaces with our software and not the printer itself)
- Performance issues not impacting critical processes
- Usability issues

**“Priority 3 – Low”** means a problem has occurred that has a limited adverse effect on the customer's business operations or (ii) a minor condition or documentation error that has no significant effect on the customer's operations; or (iii) a suggestion for new features or an enhancement regarding the Services.

Examples of a Priority 3 issue include:

- Report formatting issues
- Training questions, how to, or implementing new processes
- Aesthetic issues
- Recommendations for enhancements on system changes
- Questions on documentation

## Call Process

All Support issues or questions must be initiated with a Support call via one of the following channels:

- Phone
- email
- All calls must contain at a minimum: organization name, contact person, software or product name and version, module and/or menu selection, nature of issue, detailed description of the question or issue and any other information believed to be pertinent.
- All calls are logged into Harris' support tracking database and users are provided with a call id to track their corresponding issue.
- All calls are stored in a queue and calls are handled on a first-call first-response order.
- As the assigned support representative investigates an issue, the user is contacted and advised on the issue status and the course of action that will be taken for resolution. If additional information is required, the user will be contacted by the assigned support representative to supply the information required.
- All correspondence and actions associated with the call are tracked in Harris' support database. At any time, if applicable, a user may log onto Harris' support site to determine the status of their issue.
- If an issue needs to be escalated to a development resource or programmer for resolution, the issue will be logged into our development tracking database and the user will be provided with a separate id number to track the progress of the issue. At this time, the support call will be closed and replaced by the development id number. The development id number will remain open until the issue has been completely resolved. Issues escalated to development will be scheduled for resolution based upon the nature and complexity of the issue.
- Users may contact Support Services at their convenience for a status update on any development issues.

## Escalation Process

Harris' escalation process is defined below. This process has been put in place to ensure that issues are being dealt with appropriately. If at any time a user is not completely satisfied with the resolution of their issue, they are encouraged to escalate with Harris' Support Services organization as follows:

- Level 1:** Contact the Support Representative assigned to working on the issue
- Level 2:** Contact the Vice President of Client Services
- Level 3:** Contact the Executive Vice President of MealTime;



## Holiday Schedule

Below is a listing of Harris recognized holidays. Please note that Support Services is closed on the designated days as outlined below.

- New Year's Day
- President's Day
- Memorial Day
- Fourth of July
- Labor Day
- Columbus Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day
- Note that we also have limited hours on the day before Thanksgiving and December 23<sup>rd</sup>

## Billable Support Services

The following is a list of services that are “out of scope” and not included in the Agreement; and are considered billable services.

- Extended telephone training
- Forms redesign or creation (includes Bill Prints, Notice Prints and Letters)
- Setup & changes to hand-held interface or creation of new interface
- Setup of new services or changes to services (PAP, ACH, etc.)
- File imports/exports - Interfaces to other applications
- Custom modifications (reports, bills, forms, reversal of customizations)
- Setting up additional companies / agencies / tokens / general ledgers
- Data conversions / global modification to setup table data
- Database maintenance, repairs & optimization
- Extended Hardware & Operating System support
- Upgrades & support of third party software
- Set-up or establishment of a test environment or database

## Connection Methods

For certain applications, Harris may require that a communication link be established and maintained between Harris and the Customer site. It is the customer's responsibility to ensure the connection is valid at their location so that Harris Support staff is able to connect to the site and resolve any issues.

## Hardware and “Third Party Support” – if applicable

Harris is not responsible for providing Support on Third Party components, plug-ins or hardware systems.

**Schedule “E”**  
**Security**

1. Harris shall store and process Data in accordance with commercially reasonable practices, including appropriate safeguards, to secure such Data from unauthorized access, disclosure, alteration and use.
2. Harris shall ensure that its employees and subcontractors who have potential access to Data have undergone appropriate background screening and possess the required qualifications to comply with the terms of this Agreement.
3. Response to Legal Orders, Demands or Requests for Data.
  - a. Where permitted by law Harris shall:
    - i. Promptly notify the Customer of any subpoenas, warrants, or other legal orders, demands or requests received by Harris seeking Data;
    - ii. Consult with the Customer regarding its response;
    - iii. Cooperate with the Customer’s reasonable requests, at Customer’s expense, in connection with efforts by the Customer to intervene and quash or modify the legal order, demand or request; and
    - iv. Upon the Customer’s request, provide the Customer with a copy of its response.
  - b. If the Customer receives a subpoena, warrant, or other legal order, demand (“requests”) or request seeking Data maintained by Harris, Customer will promptly provide a copy of the request to Harris. Harris will, where permitted by law, promptly supply Customer with copies of records or information required for the Customer to respond, and will cooperate with Customer’s reasonable requests, and at Customer’s expense, in connection with its response.

# Coversheet

## LunchMasters

Section:	IV. Consent Calendar
Item:	G. LunchMasters
Purpose:	Vote
Submitted by:	
Related Material:	Lunchmasters Cover Letter (1).docx (1).pdf Complete_with_Docusign_American_Indian_Model (1).pdf



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

### Submitter Information

Full Name: Tiffany Tung

Position/Title: Director of Program Compliance

Department: Program Compliance

Date of Submission (MM/DD/YYYY): 5/16/2025

### Item Details

Title of Item: KIT Grant Proposal

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: Submission of Contract Extension Addendum to the Agreement for

Vended Food Service between Lunchmasters and AIMS

### 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:

Child Nutrition Funds

**CONTRACT EXTENSION ADDENDUM TO AGREEMENT  
TO PROVIDE VENDED FOOD SERVICE**

Between  
**THE LUNCHMASTER and AMERICAN INDIAN MODEL SCHOOLS**

This Addendum made on March 24, 2025, between The LunchMaster, (Vendor) and American Indian Model Schools, (School), is created for the purpose of providing meals under the National School Lunch Program (NSLP) and the School Breakfast Program (SBP).

**1. Addendum Purpose:**

This addendum contains the renewal rates and fees for the delivery of vended meals under the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) for the School Year 2025-2026. The terms and conditions of the original Base Year Service Agreement are applicable to this Contract Extension Renewal.

**2. Service Agreement Period:**

Base Year:	July 1, 2023 – June 30, 2024
1 <sup>st</sup> Renewal Year:	July 1, 2024 – June 30, 2025
2 <sup>nd</sup> Renewal Year:	July 1, 2025 – June 30, 2026

**3. School Year Pricing:**

Vendor will charge School the following for School Year 2025-2026.

☐ If checked, this price includes trays.

MEAL	RATE SY 24/25	RATE SY 25/26
Breakfast – NSLP	\$2.35	\$2.45
K-8 Lunch – NSLP	\$3.50	\$3.62
9-12 Lunch – NSLP	\$3.75	\$3.87
Snack – NSLP	\$1.10	\$1.10
K-8 Field Trip Lunch	\$3.75	\$3.87
9-12 Field Trip Lunch	\$4.00	\$4.12

#### 4. Seamless Summer Pricing:

☐ If checked, this price includes trays.

MEAL		RATE SY 25/26
Breakfast – NSLP		\$2.75
K-8 Lunch – NSLP		\$4.25
Snack – NSLP		\$1.15
Field Trip Lunch		\$4.50

### Additional Pricing Disclosures:

- a) Trays Included
- b) Meals for Staff Members: **Priced Upon Request.**
- c) Soymilk per meal: (non-medically and medically required): **Priced Upon Request.**
- d) Certified Gluten Free Meals are available for order with a signed doctor's note. **Priced Upon Request.**
- e) If a minimum of **100 Lunch Meals per day per delivery** cannot be maintained, a delivery fee of \$100.00 per day per site will need to be added to the weekly / monthly invoices.
- f). Condiments available for purchase, dependent upon availability:
  - Tajin - **Priced Upon Request**
  - Tapatio - **Priced Upon Request**
  - Cholula Sauce - **Priced Upon Request**
  - Ranch Dressing - **Priced Upon Request**
  - BBQ Sauce - **Priced Upon Request**
- g). Specialty "Green" Products - **Priced Upon Request**

School and Vendor hereby mutually exercise the option to renew the Service Agreement from Rate Year 2025-2026.

<b>Name &amp; Title of Sponsor Representative</b> Laila Ahmad	<b>Telephone Number</b> 510-407-4929
<b>Mailing Address</b> 171 12 <sup>th</sup> Street, Oakland, CA 94605	
<b>Signature</b>	<b>Date</b>
<b>Name &amp; Title of Vendor Representative</b> Marie Giouzelis, Vice President	<b>Telephone Number</b> 650-596-8008
<b>Mailing Address</b> 3162 Baumberg Avenue, Hayward, CA 94070	
<b>Signature</b>	<b>Date</b>

# Coversheet

## FY 25-26 Salary Schedule

<b>Section:</b>	IV. Consent Calendar
<b>Item:</b>	H. FY 25-26 Salary Schedule
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	FY 25-26 Salary Schedule - AIMS Board Submission-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: \_\_\_\_\_



AIMS K-12 College Prep Charter District

2025-26 Salary Schedule

Exempt Positions

Position	Pay Type	STEP I	STEP II	STEP III	STEP IV	STEP V	STEP VI	STEP VII	STEP VIII	STEP IX	STEP X	STEP XI	STEP XII	STEP XIII	STEP XIV	STEP XV	STEP XVI	STEP XVII	STEP XVIII	STEP XIX	STEP XX	STEP XXI	STEP XXII	STEP XXIII	STEP XXIV	STEP XXV
Director   Certified or Classified	Annual	\$ 115,000.00	\$ 116,725.00	\$ 118,475.88	\$ 120,253.01	\$ 122,056.81	\$ 123,887.66	\$ 125,745.98	\$ 127,632.16	\$ 129,546.65	\$ 131,489.85	\$ 133,462.19	\$ 135,464.13	\$ 137,496.09	\$ 139,558.53	\$ 141,651.91	\$ 143,776.69	\$ 145,934.34	\$ 148,122.34	\$ 150,344.17	\$ 152,599.34	\$ 154,888.33	\$ 157,211.65	\$ 159,569.83	\$ 161,963.37	\$ 164,392.82
12 MONTH POSITION	PPP	\$ 4,791.67	\$ 4,861.54	\$ 4,936.49	\$ 5,010.54	\$ 5,085.70	\$ 5,161.99	\$ 5,239.42	\$ 5,318.01	\$ 5,397.78	\$ 5,478.74	\$ 5,560.92	\$ 5,644.34	\$ 5,729.00	\$ 5,814.94	\$ 5,902.16	\$ 5,990.70	\$ 6,080.56	\$ 6,171.76	\$ 6,264.34	\$ 6,358.31	\$ 6,453.68	\$ 6,550.49	\$ 6,648.74	\$ 6,748.47	\$ 6,849.70
Director/Coordinator/Administrative	Hourly	\$ 59.65	\$ 60.54	\$ 61.45	\$ 62.37	\$ 63.31	\$ 64.26	\$ 65.22	\$ 66.20	\$ 67.20	\$ 68.20	\$ 69.23	\$ 70.28	\$ 71.32	\$ 72.39	\$ 73.47	\$ 74.58	\$ 75.69	\$ 76.83	\$ 77.98	\$ 79.15	\$ 80.34	\$ 81.54	\$ 82.77	\$ 84.01	\$ 85.27
Head of Academics/Head of Division	Annual	\$ 93,575.00	\$ 94,978.63	\$ 96,403.30	\$ 97,849.35	\$ 99,317.09	\$ 100,806.85	\$ 102,318.95	\$ 103,853.74	\$ 105,411.54	\$ 106,992.72	\$ 108,597.61	\$ 110,226.57	\$ 111,879.97	\$ 113,558.17	\$ 115,261.54	\$ 116,990.47	\$ 118,745.32	\$ 120,526.50	\$ 122,334.40	\$ 124,169.42	\$ 126,031.96	\$ 127,922.44	\$ 129,841.27	\$ 131,788.89	\$ 133,765.73
12 MONTH POSITION	PPP	\$ 3,898.96	\$ 3,957.40	\$ 4,016.80	\$ 4,077.06	\$ 4,138.21	\$ 4,200.29	\$ 4,263.29	\$ 4,327.24	\$ 4,392.15	\$ 4,458.03	\$ 4,524.90	\$ 4,592.77	\$ 4,661.67	\$ 4,731.59	\$ 4,802.56	\$ 4,874.60	\$ 4,947.72	\$ 5,021.94	\$ 5,097.27	\$ 5,173.79	\$ 5,251.33	\$ 5,330.10	\$ 5,410.05	\$ 5,491.20	\$ 5,573.57
Director/Coordinator/Administrative	Hourly	\$ 48.54	\$ 49.26	\$ 50.00	\$ 50.75	\$ 51.52	\$ 52.29	\$ 53.07	\$ 53.87	\$ 54.68	\$ 55.50	\$ 56.33	\$ 57.17	\$ 58.01	\$ 58.86	\$ 59.79	\$ 60.68	\$ 61.59	\$ 62.52	\$ 63.45	\$ 64.41	\$ 65.37	\$ 66.35	\$ 67.35	\$ 68.36	\$ 69.38
Dean of Schools/Students   Certified	Annual	\$ 74,695.83	\$ 75,833.33	\$ 76,970.83	\$ 78,125.39	\$ 79,297.27	\$ 80,486.73	\$ 81,694.03	\$ 82,919.44	\$ 84,163.24	\$ 85,425.68	\$ 86,707.07	\$ 88,007.68	\$ 89,327.79	\$ 90,667.71	\$ 92,027.72	\$ 93,408.14	\$ 94,809.28	\$ 96,231.40	\$ 97,674.87	\$ 99,139.99	\$ 100,627.09	\$ 102,136.50	\$ 103,668.55	\$ 105,221.58	\$ 106,801.93
12 MONTH POSITION	PPP	\$ 3,112.33	\$ 3,159.72	\$ 3,207.12	\$ 3,255.22	\$ 3,304.05	\$ 3,353.61	\$ 3,403.92	\$ 3,454.98	\$ 3,506.80	\$ 3,559.40	\$ 3,612.79	\$ 3,666.99	\$ 3,721.99	\$ 3,777.82	\$ 3,834.49	\$ 3,891.91	\$ 3,950.30	\$ 4,009.64	\$ 4,069.79	\$ 4,130.83	\$ 4,192.80	\$ 4,255.69	\$ 4,319.52	\$ 4,384.32	\$ 4,450.08
Director/Coordinator/Administrative	Hourly	\$ 38.74	\$ 39.33	\$ 39.92	\$ 40.52	\$ 41.13	\$ 41.75	\$ 42.37	\$ 43.01	\$ 43.65	\$ 44.31	\$ 44.97	\$ 45.65	\$ 46.33	\$ 47.03	\$ 47.73	\$ 48.45	\$ 49.18	\$ 49.91	\$ 50.66	\$ 51.42	\$ 52.19	\$ 52.98	\$ 53.77	\$ 54.58	\$ 55.40
Executive Assistant   Classified	Annual	\$ 69,547.00	\$ 70,184.23	\$ 71,236.97	\$ 72,305.52	\$ 73,390.11	\$ 74,490.96	\$ 75,608.33	\$ 76,743.45	\$ 77,895.58	\$ 79,062.99	\$ 80,247.92	\$ 81,451.64	\$ 82,674.41	\$ 83,915.51	\$ 85,172.31	\$ 86,449.80	\$ 87,746.54	\$ 89,062.74	\$ 90,398.68	\$ 91,754.66	\$ 93,130.98	\$ 94,527.99	\$ 95,945.87	\$ 97,384.06	\$ 98,841.83
12 MONTH POSITION	PPP	\$ 2,881.13	\$ 2,924.34	\$ 2,968.21	\$ 3,012.73	\$ 3,057.92	\$ 3,103.79	\$ 3,150.35	\$ 3,197.60	\$ 3,245.57	\$ 3,294.25	\$ 3,343.66	\$ 3,393.82	\$ 3,444.73	\$ 3,496.40	\$ 3,548.84	\$ 3,602.07	\$ 3,656.11	\$ 3,710.95	\$ 3,766.61	\$ 3,823.11	\$ 3,880.46	\$ 3,938.66	\$ 3,997.74	\$ 4,057.71	\$ 4,118.58
Director/Coordinator/Administrative	Hourly	\$ 35.87	\$ 36.40	\$ 36.95	\$ 37.50	\$ 38.07	\$ 38.64	\$ 39.22	\$ 39.81	\$ 40.40	\$ 41.01	\$ 41.62	\$ 42.25	\$ 42.88	\$ 43.53	\$ 44.18	\$ 44.84	\$ 45.51	\$ 46.20	\$ 46.89	\$ 47.59	\$ 48.31	\$ 49.03	\$ 49.77	\$ 50.51	\$ 51.27
Manager   Classified	Annual	\$ 98,031.60	\$ 99,502.07	\$ 100,984.61	\$ 102,508.52	\$ 104,047.17	\$ 105,607.87	\$ 107,191.99	\$ 108,799.87	\$ 110,431.87	\$ 112,088.35	\$ 113,769.67	\$ 115,476.22	\$ 117,208.36	\$ 118,966.49	\$ 120,750.99	\$ 122,562.25	\$ 124,400.68	\$ 126,266.69	\$ 128,160.69	\$ 130,083.10	\$ 132,034.35	\$ 134,014.87	\$ 136,025.09	\$ 138,065.47	\$ 140,136.45
12 MONTH POSITION	PPP	\$ 4,084.65	\$ 4,145.92	\$ 4,208.11	\$ 4,271.23	\$ 4,335.30	\$ 4,400.33	\$ 4,466.33	\$ 4,533.33	\$ 4,601.33	\$ 4,670.35	\$ 4,740.40	\$ 4,811.51	\$ 4,883.68	\$ 4,956.94	\$ 5,031.29	\$ 5,106.76	\$ 5,183.36	\$ 5,261.11	\$ 5,340.03	\$ 5,420.13	\$ 5,501.43	\$ 5,583.95	\$ 5,667.71	\$ 5,752.73	\$ 5,839.02
Director/Coordinator/Administrative	Hourly	\$ 50.85	\$ 51.61	\$ 52.39	\$ 53.17	\$ 53.97	\$ 54.78	\$ 55.60	\$ 56.43	\$ 57.28	\$ 58.14	\$ 59.01	\$ 59.89	\$ 60.80	\$ 61.71	\$ 62.63	\$ 63.57	\$ 64.53	\$ 65.49	\$ 66.48	\$ 67.47	\$ 68.49	\$ 69.51	\$ 70.56	\$ 71.61	\$ 72.69
Coach - Instructional   Certified	Annual	\$ 69,845.45	\$ 70,909.09	\$ 71,972.73	\$ 73,052.32	\$ 74,148.10	\$ 75,260.32	\$ 76,389.23	\$ 77,535.07	\$ 78,698.09	\$ 79,878.56	\$ 81,076.74	\$ 82,292.89	\$ 83,527.29	\$ 84,780.20	\$ 86,051.90	\$ 87,342.68	\$ 88,652.82	\$ 89,982.61	\$ 91,332.35	\$ 92,702.33	\$ 94,092.87	\$ 95,504.26	\$ 96,936.83	\$ 98,390.88	\$ 99,866.74
12 MONTH POSITION	PPP	\$ 2,910.23	\$ 2,954.55	\$ 2,998.86	\$ 3,043.85	\$ 3,089.50	\$ 3,135.85	\$ 3,182.88	\$ 3,230.63	\$ 3,279.09	\$ 3,328.27	\$ 3,378.20	\$ 3,428.87	\$ 3,480.30	\$ 3,532.51	\$ 3,585.50	\$ 3,639.28	\$ 3,693.87	\$ 3,749.28	\$ 3,805.51	\$ 3,862.60	\$ 3,920.54	\$ 3,979.34	\$ 4,039.03	\$ 4,099.62	\$ 4,161.11
Student Support	Hourly	\$ 39.04	\$ 39.64	\$ 40.23	\$ 40.84	\$ 41.45	\$ 42.07	\$ 42.70	\$ 43.34	\$ 43.99	\$ 44.65	\$ 45.32	\$ 46.00	\$ 46.69	\$ 47.39	\$ 48.10	\$ 48.82	\$ 49.56	\$ 50.30	\$ 51.05	\$ 51.82	\$ 52.60	\$ 53.39	\$ 54.19	\$ 55.00	\$ 55.82
Coordinator   Certified or Classified	Annual	\$ 70,000.00	\$ 71,050.00	\$ 72,115.75	\$ 73,197.49	\$ 74,295.45	\$ 75,409.88	\$ 76,541.03	\$ 77,689.14	\$ 78,854.48	\$ 80,037.30	\$ 81,237.86	\$ 82,456.43	\$ 83,693.27	\$ 84,948.67	\$ 86,222.90	\$ 87,516.24	\$ 88,828.99	\$ 90,161.42	\$ 91,513.84	\$ 92,886.55	\$ 94,279.85	\$ 95,694.05	\$ 97,129.46	\$ 98,586.40	\$ 100,065.20
12 MONTH POSITION	PPP	\$ 2,916.67	\$ 2,960.42	\$ 3,004.82	\$ 3,049.90	\$ 3,095.64	\$ 3,142.08	\$ 3,189.21	\$ 3,237.05	\$ 3,285.60	\$ 3,334.89	\$ 3,384.91	\$ 3,435.68	\$ 3,487.22	\$ 3,539.53	\$ 3,592.62	\$ 3,646.51	\$ 3,701.21	\$ 3,756.73	\$ 3,813.08	\$ 3,870.27	\$ 3,928.33	\$ 3,987.25	\$ 4,047.06	\$ 4,107.77	\$ 4,169.38
Director/Coordinator/Administrative	Hourly	\$ 36.31	\$ 36.85	\$ 37.41	\$ 37.97	\$ 38.54	\$ 39.11	\$ 39.70	\$ 40.30	\$ 40.90	\$ 41.51	\$ 42.14	\$ 42.77	\$ 43.41	\$ 44.06	\$ 44.72	\$ 45.39	\$ 46.08	\$ 46.77	\$ 47.47	\$ 48.18	\$ 48.90	\$ 49.64	\$ 50.38	\$ 51.14	\$ 51.90
Counselor - SEL   Certified	Annual	\$ 79,785.00	\$ 80,981.78	\$ 82,196.50	\$ 83,429.45	\$ 84,680.89	\$ 85,951.10	\$ 87,240.37	\$ 88,548.98	\$ 89,877.21	\$ 91,225.37	\$ 92,593.75	\$ 93,982.66	\$ 95,392.40	\$ 96,822.82	\$ 98,274.33	\$ 99,746.77	\$ 101,246.01	\$ 102,764.70	\$ 104,306.17	\$ 105,870.77	\$ 107,458.83	\$ 109,070.71	\$ 110,706.77	\$ 112,367.37	\$ 114,052.88
12 MONTH POSITION: Central	PPP	\$ 3,626.59	\$ 3,680.99	\$ 3,736.20	\$ 3,792.25	\$ 3,849.13	\$ 3,906.87	\$ 3,965.47	\$ 4,024.95	\$ 4,085.33	\$ 4,146.61	\$ 4,208.81	\$ 4,271.94	\$ 4,336.02	\$ 4,401.06	\$ 4,467.07	\$ 4,534.08	\$ 4,602.09	\$ 4,671.12	\$ 4,741.19	\$ 4,812.31	\$ 4,884.49	\$ 4,957.76	\$ 5,032.13	\$ 5,107.61	\$ 5,184.22
Student Support	Hourly	\$ 48.69	\$ 49.38	\$ 50.12	\$ 50.88	\$ 51.64	\$ 52.41	\$ 53.20	\$ 54.00	\$ 54.81	\$ 55.63	\$ 56.46	\$ 57.31	\$ 58.17	\$ 59.04	\$ 59.93	\$ 60.83	\$ 61.74	\$ 62.67	\$ 63.61	\$ 64.56	\$ 65.53	\$ 66.51	\$ 67.51	\$ 68.52	\$ 69.53
Counselor - Academic   Classified	Annual	\$ 76,895.83	\$ 77,846.27	\$ 79,013.96	\$ 80,199.17	\$ 81,402.16	\$ 82,623.19	\$ 83,862.54	\$ 85,120.48	\$ 86,397.28	\$ 87,693.24	\$ 89,008.64	\$ 90,343.77	\$ 91,698.93	\$ 93,074.41	\$ 94,470.53	\$ 95,887.59	\$ 97,325.90	\$ 98,785.79	\$ 100,267.58	\$ 101,771.59	\$ 103,298.16	\$ 104,847.64	\$ 106,420.35	\$ 108,016.65	\$ 109,636.90
12 MONTH POSITION: Site Based	PPP	\$ 3,195.66	\$ 3,243.59	\$ 3,292.25	\$ 3,341.63	\$ 3,391.76	\$ 3,442.63	\$ 3,494.27	\$ 3,546.69	\$ 3,599.89	\$ 3,653.89	\$ 3,708.69	\$ 3,764.32	\$ 3,820.79	\$ 3,878.10	\$ 3,936.27	\$ 3,995.32	\$ 4,055.25	\$ 4,116.07	\$ 4,177.82	\$ 4,240.48	\$ 4,304.09	\$ 4,368.65	\$ 4,434.18	\$ 4,500.69	\$ 4,568.20
Student Support	Hourly	\$ 42.87	\$ 43.51	\$ 44.17	\$ 44.83	\$ 45.50	\$ 46.19	\$ 46.88	\$ 47.58	\$ 48.29	\$ 49.02	\$ 49.75	\$ 50.50	\$ 51.26	\$ 52.03	\$ 52.81	\$ 53.60	\$ 54.40	\$ 55.22	\$ 56.05	\$ 56.89	\$ 57.74	\$ 58.61	\$ 59.49	\$ 60.38	\$ 61.29
Community Liaison   Classified	Annual	\$ 70,000.00	\$ 71,050.00	\$ 72,115.75	\$ 73,197.49	\$ 74,295.45	\$ 75,409.88	\$ 76,541.03	\$ 77,689.14	\$ 78,854.48	\$ 80,037.30	\$ 81,237.86	\$ 82,456.43	\$ 83,693.27	\$ 84,948.67	\$ 86,222.90	\$ 87,516.24	\$ 88,828.99	\$ 90,161.42	\$ 91,513.84	\$ 92,886.55	\$ 94,279.85	\$ 95,694.05	\$ 97,129.46	\$ 98,586.40	\$ 100,065.20
12 MONTH POSITION	PPP	\$ 2,916.67	\$ 2,960.42	\$ 3,004.82	\$ 3,049.90	\$ 3,095.64	\$ 3,142.08	\$ 3,189.21	\$ 3,237.05	\$ 3,285.60	\$ 3,334.89	\$ 3,384.91	\$ 3,435.68	\$ 3,487.22	\$ 3,539.53	\$ 3,592.62	\$ 3,646.51	\$ 3,701.21	\$ 3,756.73	\$ 3,813.08	\$ 3,870.27	\$ 3,928.33	\$ 3,987.25	\$ 4,047.06	\$ 4,107.77	\$ 4,169.38
Director/Coordinator/Administrative	Hourly	\$ 36.31	\$ 36.85	\$ 37.41	\$ 37.97	\$ 38.54	\$ 39.11	\$ 39.70	\$ 40.30	\$ 40.90	\$ 41.51	\$ 42.14	\$ 42.77	\$ 43.41	\$ 44.06	\$ 44.72	\$ 45.39	\$ 46.08	\$ 46.77	\$ 47.47	\$ 48.18	\$ 48.90	\$ 49.64	\$ 50.38	\$ 51.14	\$ 51.90
Analyst	Annual	\$ 70,000.00	\$ 71,050.00	\$ 72,115.75	\$ 73,197.49	\$ 74,295.45	\$ 75,409.88	\$ 76,541.03	\$ 77,689.14	\$ 78,854.48	\$ 80,037.30	\$ 81,237.86	\$ 82,456.43	\$ 83,693.27	\$ 84,948.67	\$ 86,222.90	\$ 87,516.24	\$ 88,828.99	\$ 90,161.42	\$ 91,513.84	\$ 92,886.55	\$ 94,279.85	\$ 95,694.05	\$ 97,129.46	\$ 98,586.40	\$ 100,065.20
12 MONTH POSITION	PPP	\$ 2,916.67	\$ 2,960.42	\$ 3,004.82	\$ 3,049.90	\$ 3,095.64	\$ 3,142.08	\$ 3,189.21	\$ 3,237.05	\$ 3,285.60	\$ 3,334.89	\$ 3,384.91	\$ 3,435.68	\$ 3,487.22	\$ 3,539.53	\$ 3,592.62	\$ 3,646.51	\$ 3,701.21	\$ 3,756.73	\$ 3,813.08	\$ 3,870.27	\$ 3,928.33	\$ 3,987.25	\$ 4,047.06	\$ 4,107.77	\$ 4,169.38
Director/Coordinator/Administrative	Hourly	\$ 36.31	\$ 36.85	\$ 37.41	\$ 37.97																					



AIMS K-12 College Prep Charter District

2025-26 Salary Schedule

Non-Exempt Positions

Position	Pay Type	STEP I	STEP II	STEP III	STEP IV	STEP V	STEP VI	STEP VII	STEP VIII	STEP IX	STEP X	STEP XI	STEP XII	STEP XIII	STEP XIV	STEP XV	STEP XVI	STEP XVII	STEP XVIII	STEP XIX	STEP XX	STEP XXI	STEP XXII	STEP XXIII	STEP XXIV	STEP XXV
<b>Clerk - Central Office   Classified</b> 12 MONTH POSITION Director/Coordinator/Administrative	Annual	\$ 59,203.13	\$ 60,091.17	\$ 60,992.54	\$ 61,907.43	\$ 62,836.04	\$ 63,778.58	\$ 64,735.26	\$ 65,706.29	\$ 66,691.88	\$ 67,692.26	\$ 68,707.65	\$ 69,738.26	\$ 70,784.33	\$ 71,846.10	\$ 72,923.79	\$ 74,017.65	\$ 75,127.91	\$ 76,254.83	\$ 77,398.65	\$ 78,559.63	\$ 79,738.03	\$ 80,934.10	\$ 82,148.11	\$ 83,380.33	\$ 84,631.04
	PPP	\$ 2,466.80	\$ 2,501.80	\$ 2,541.36	\$ 2,579.48	\$ 2,618.17	\$ 2,657.44	\$ 2,697.30	\$ 2,737.76	\$ 2,778.83	\$ 2,820.51	\$ 2,862.82	\$ 2,905.76	\$ 2,949.35	\$ 2,993.59	\$ 3,038.49	\$ 3,084.07	\$ 3,130.33	\$ 3,177.28	\$ 3,224.94	\$ 3,273.32	\$ 3,322.42	\$ 3,372.25	\$ 3,422.84	\$ 3,474.18	\$ 3,526.29
	Hourly	\$ 30.71	\$ 31.17	\$ 31.64	\$ 32.11	\$ 32.59	\$ 33.08	\$ 33.58	\$ 34.08	\$ 34.59	\$ 35.11	\$ 35.64	\$ 36.17	\$ 36.72	\$ 37.27	\$ 37.83	\$ 38.39	\$ 38.97	\$ 39.55	\$ 40.15	\$ 40.75	\$ 41.36	\$ 41.98	\$ 42.61	\$ 43.25	\$ 43.90
<b>Administrative Assistant   Classified</b> 12 MONTH POSITION Director/Coordinator/Administrative	Annual	\$ 61,935.30	\$ 62,864.33	\$ 63,807.29	\$ 64,764.40	\$ 65,735.87	\$ 66,722.74	\$ 67,722.74	\$ 68,738.58	\$ 69,769.66	\$ 70,816.20	\$ 71,878.44	\$ 72,956.62	\$ 74,050.97	\$ 75,161.73	\$ 76,289.16	\$ 77,433.50	\$ 78,595.00	\$ 79,773.93	\$ 80,970.53	\$ 82,185.09	\$ 83,417.87	\$ 84,669.14	\$ 85,939.17	\$ 87,228.26	\$ 88,536.69
	PPP	\$ 2,580.64	\$ 2,615.35	\$ 2,654.64	\$ 2,698.52	\$ 2,738.99	\$ 2,780.08	\$ 2,821.78	\$ 2,864.11	\$ 2,907.07	\$ 2,950.68	\$ 2,994.94	\$ 3,039.86	\$ 3,085.46	\$ 3,131.74	\$ 3,178.72	\$ 3,226.40	\$ 3,274.79	\$ 3,323.91	\$ 3,373.77	\$ 3,424.38	\$ 3,475.74	\$ 3,527.88	\$ 3,580.80	\$ 3,634.51	\$ 3,689.03
	Hourly	\$ 32.13	\$ 32.61	\$ 33.10	\$ 33.59	\$ 34.10	\$ 34.61	\$ 35.13	\$ 35.65	\$ 36.19	\$ 36.73	\$ 37.28	\$ 37.84	\$ 38.41	\$ 38.99	\$ 39.57	\$ 40.16	\$ 40.77	\$ 41.38	\$ 42.00	\$ 42.63	\$ 43.27	\$ 43.92	\$ 44.58	\$ 45.24	\$ 45.92
<b>Instructional Aide   Classified</b> 12 MONTH POSITION: Site Based Student Support	Annual	\$ 47,104.20	\$ 47,810.76	\$ 48,527.92	\$ 49,255.84	\$ 49,994.68	\$ 50,744.60	\$ 51,505.77	\$ 52,278.36	\$ 53,062.53	\$ 53,858.47	\$ 54,666.35	\$ 55,486.34	\$ 56,318.64	\$ 57,163.42	\$ 58,020.87	\$ 58,891.18	\$ 59,774.55	\$ 60,671.17	\$ 61,581.23	\$ 62,504.95	\$ 63,442.53	\$ 64,394.17	\$ 65,360.08	\$ 66,340.48	\$ 67,335.59
	PPP	\$ 2,141.10	\$ 2,173.22	\$ 2,205.81	\$ 2,238.90	\$ 2,272.40	\$ 2,306.57	\$ 2,341.17	\$ 2,376.29	\$ 2,411.93	\$ 2,448.11	\$ 2,484.83	\$ 2,522.11	\$ 2,559.94	\$ 2,598.34	\$ 2,637.31	\$ 2,676.87	\$ 2,717.02	\$ 2,757.78	\$ 2,799.15	\$ 2,841.13	\$ 2,883.75	\$ 2,927.01	\$ 2,970.91	\$ 3,015.48	\$ 3,060.71
	Hourly	\$ 28.72	\$ 29.16	\$ 29.59	\$ 30.04	\$ 30.49	\$ 30.94	\$ 31.41	\$ 31.88	\$ 32.36	\$ 32.84	\$ 33.34	\$ 33.84	\$ 34.34	\$ 34.86	\$ 35.38	\$ 35.91	\$ 36.45	\$ 37.00	\$ 37.55	\$ 38.12	\$ 38.69	\$ 39.27	\$ 39.86	\$ 40.45	\$ 41.06
<b>Teachers Assistant   Classified</b> 12 MONTH POSITION: Site Based Student Support	Annual	\$ 53,889.36	\$ 54,888.70	\$ 54,980.03	\$ 55,728.53	\$ 56,559.38	\$ 57,407.78	\$ 58,268.89	\$ 59,143.93	\$ 60,038.07	\$ 60,950.52	\$ 61,884.48	\$ 62,772.14	\$ 63,713.73	\$ 64,669.43	\$ 65,639.47	\$ 66,624.07	\$ 67,623.83	\$ 68,637.78	\$ 69,667.35	\$ 70,712.36	\$ 71,773.04	\$ 72,849.64	\$ 73,942.38	\$ 75,051.52	\$ 76,177.29
	PPP	\$ 2,422.24	\$ 2,458.58	\$ 2,495.46	\$ 2,532.89	\$ 2,570.88	\$ 2,609.44	\$ 2,648.59	\$ 2,688.31	\$ 2,728.64	\$ 2,769.57	\$ 2,811.11	\$ 2,853.28	\$ 2,896.08	\$ 2,939.52	\$ 2,983.61	\$ 3,028.37	\$ 3,073.79	\$ 3,119.90	\$ 3,166.70	\$ 3,214.20	\$ 3,262.41	\$ 3,311.35	\$ 3,361.02	\$ 3,411.43	\$ 3,462.60
	Hourly	\$ 32.50	\$ 32.98	\$ 33.48	\$ 33.98	\$ 34.49	\$ 35.01	\$ 35.53	\$ 36.07	\$ 36.61	\$ 37.16	\$ 37.71	\$ 38.28	\$ 38.85	\$ 39.44	\$ 40.03	\$ 40.63	\$ 41.24	\$ 41.86	\$ 42.48	\$ 43.12	\$ 43.77	\$ 44.42	\$ 45.09	\$ 45.77	\$ 46.45
<b>Secretary</b> 12 MONTH POSITION Director/Coordinator/Administrative	Annual	\$ 61,020.00	\$ 61,935.30	\$ 62,864.33	\$ 63,807.29	\$ 64,764.40	\$ 65,735.87	\$ 66,722.74	\$ 67,722.74	\$ 68,738.58	\$ 69,769.66	\$ 70,816.20	\$ 71,878.44	\$ 72,956.62	\$ 74,050.97	\$ 75,161.73	\$ 76,289.16	\$ 77,433.50	\$ 78,595.00	\$ 79,773.93	\$ 80,970.53	\$ 82,185.09	\$ 83,417.87	\$ 84,669.14	\$ 85,939.17	\$ 87,228.26
	PPP	\$ 2,542.50	\$ 2,580.64	\$ 2,619.35	\$ 2,658.64	\$ 2,698.52	\$ 2,738.99	\$ 2,780.08	\$ 2,821.78	\$ 2,864.11	\$ 2,907.07	\$ 2,950.68	\$ 2,994.94	\$ 3,039.86	\$ 3,085.46	\$ 3,131.74	\$ 3,178.72	\$ 3,226.40	\$ 3,274.79	\$ 3,323.91	\$ 3,373.77	\$ 3,424.38	\$ 3,475.74	\$ 3,527.88	\$ 3,580.80	\$ 3,634.51
	Hourly	\$ 31.65	\$ 32.13	\$ 32.61	\$ 33.10	\$ 33.59	\$ 34.10	\$ 34.61	\$ 35.13	\$ 35.65	\$ 36.19	\$ 36.73	\$ 37.28	\$ 37.84	\$ 38.41	\$ 38.99	\$ 39.57	\$ 40.16	\$ 40.77	\$ 41.38	\$ 42.00	\$ 42.63	\$ 43.27	\$ 43.92	\$ 44.58	\$ 45.24
<b>K12 Clerk - School Site   Classified</b> 12 MONTH POSITION Director/Coordinator/Administrative	Annual	\$ 35,424.00	\$ 35,955.36	\$ 36,494.69	\$ 37,042.11	\$ 37,597.74	\$ 38,161.71	\$ 38,734.13	\$ 39,315.15	\$ 39,904.87	\$ 40,503.45	\$ 41,111.00	\$ 41,727.66	\$ 42,353.58	\$ 42,988.88	\$ 43,633.72	\$ 44,288.22	\$ 44,952.54	\$ 45,626.83	\$ 46,311.23	\$ 47,005.90	\$ 47,720.99	\$ 48,436.66	\$ 49,153.06	\$ 49,880.35	\$ 50,618.71
	PPP	\$ 1,610.18	\$ 1,634.33	\$ 1,658.85	\$ 1,683.73	\$ 1,708.99	\$ 1,734.62	\$ 1,760.64	\$ 1,787.05	\$ 1,813.86	\$ 1,841.07	\$ 1,868.68	\$ 1,896.71	\$ 1,925.16	\$ 1,954.04	\$ 1,983.35	\$ 2,013.10	\$ 2,043.30	\$ 2,073.95	\$ 2,105.06	\$ 2,136.63	\$ 2,168.68	\$ 2,201.21	\$ 2,234.23	\$ 2,267.74	\$ 2,301.76
	Hourly	\$ 20.04	\$ 20.35	\$ 20.65	\$ 20.96	\$ 21.27	\$ 21.59	\$ 21.92	\$ 22.25	\$ 22.58	\$ 22.92	\$ 23.26	\$ 23.61	\$ 23.97	\$ 24.33	\$ 24.69	\$ 25.06	\$ 25.44	\$ 25.82	\$ 26.21	\$ 26.60	\$ 27.00	\$ 27.40	\$ 27.81	\$ 28.23	\$ 28.65
<b>Campus Security   Classified</b> 12 MONTH POSITION: Site Based Director/Coordinator/Administrative	Annual	\$ 47,104.20	\$ 47,810.76	\$ 48,527.92	\$ 49,255.84	\$ 49,994.68	\$ 50,744.60	\$ 51,505.77	\$ 52,278.36	\$ 53,062.53	\$ 53,858.47	\$ 54,666.35	\$ 55,486.34	\$ 56,318.64	\$ 57,163.42	\$ 58,020.87	\$ 58,891.18	\$ 59,774.55	\$ 60,671.17	\$ 61,581.23	\$ 62,504.95	\$ 63,442.53	\$ 64,394.17	\$ 65,360.08	\$ 66,340.48	\$ 67,335.59
	PPP	\$ 2,141.10	\$ 2,173.22	\$ 2,205.81	\$ 2,238.90	\$ 2,272.40	\$ 2,306.57	\$ 2,341.17	\$ 2,376.29	\$ 2,411.93	\$ 2,448.11	\$ 2,484.83	\$ 2,522.11	\$ 2,559.94	\$ 2,598.34	\$ 2,637.31	\$ 2,676.87	\$ 2,717.02	\$ 2,757.78	\$ 2,799.15	\$ 2,841.13	\$ 2,883.75	\$ 2,927.01	\$ 2,970.91	\$ 3,015.48	\$ 3,060.71
	Hourly	\$ 26.65	\$ 27.05	\$ 27.46	\$ 27.87	\$ 28.29	\$ 28.71	\$ 29.14	\$ 29.58	\$ 30.03	\$ 30.48	\$ 30.93	\$ 31.40	\$ 31.87	\$ 32.35	\$ 32.83	\$ 33.32	\$ 33.82	\$ 34.33	\$ 34.85	\$ 35.37	\$ 35.90	\$ 36.44	\$ 36.98	\$ 37.54	\$ 38.10



# AIMS K-12 College Prep Charter District

## 2025-26 Teacher Salary Schedule

11 Month Schedule / 203 Day Contracted Year

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
Step	BA Degree	BA Degree +15 Units	BA Degree +30 Units	BA Degree +45 Units  --- or ---  MA Degree	BA Degree +60 Units  --- or ---  MA Degree +15 units	BA Degree +75 Units  --- or ---  MA Degree +30 units	BA Degree +75 Units (Including MA Degree)  --- or ---  MA Degree +30 units  --- or ---  PH.D
1	\$63,738	\$65,013	\$66,313	\$68,303	\$71,035	\$74,587	\$76,824
2	\$64,694	\$65,988	\$67,308	\$69,327	\$72,100	\$75,705	\$77,977
3	\$65,665	\$66,978	\$68,318	\$70,367	\$73,182	\$76,841	\$79,146
4	\$66,650	\$67,983	\$69,342	\$71,423	\$74,280	\$77,994	\$80,333
5	\$67,650	\$69,002	\$70,383	\$72,494	\$75,394	\$79,164	\$81,538
6	\$68,664	\$70,038	\$71,438	\$73,581	\$76,525	\$80,351	\$82,761
7	\$69,694	\$71,088	\$72,510	\$74,685	\$77,673	\$81,556	\$84,003
8	\$70,740	\$72,154	\$73,598	\$75,805	\$78,838	\$82,780	\$85,263
9	\$71,801	\$73,237	\$74,701	\$76,943	\$80,020	\$84,021	\$86,542
10	\$72,878	\$74,335	\$75,822	\$78,097	\$81,221	\$85,282	\$87,840
11	\$73,971	\$75,450	\$76,959	\$79,268	\$82,439	\$86,561	\$89,158
12	\$75,080	\$76,582	\$78,114	\$80,457	\$83,675	\$87,859	\$90,495
13	\$76,207	\$77,731	\$79,285	\$81,664	\$84,931	\$89,177	\$91,852
14	\$77,350	\$78,897	\$80,475	\$82,889	\$86,204	\$90,515	\$93,230
15	\$78,510	\$80,080	\$81,682	\$84,132	\$87,498	\$91,872	\$94,629
16	\$79,688	\$81,281	\$82,907	\$85,394	\$88,810	\$93,251	\$96,048
17	\$80,883	\$82,501	\$84,151	\$86,675	\$90,142	\$94,649	\$97,489
18	\$82,096	\$83,738	\$85,413	\$87,975	\$91,494	\$96,069	\$98,951
19	\$83,328	\$84,994	\$86,694	\$89,295	\$92,867	\$97,510	\$100,435
20	\$84,578	\$86,269	\$87,995	\$90,634	\$94,260	\$98,973	\$101,942
21	\$85,846	\$87,563	\$89,314	\$91,994	\$95,674	\$100,457	\$103,471
22	\$87,134	\$88,877	\$90,654	\$93,374	\$97,109	\$101,964	\$105,023
23	\$88,441	\$90,210	\$92,014	\$94,774	\$98,565	\$103,494	\$106,598
24	\$89,768	\$91,563	\$93,394	\$96,196	\$100,044	\$105,046	\$108,197
25	\$91,114	\$92,936	\$94,795	\$97,639	\$101,545	\$106,622	\$109,820



# AIMS K-12 College Prep Charter District

## 2025-26 Salary Schedule

Exempt Positions

Position	Pay Type	STEP I	STEP II	STEP III	STEP IV	STEP V	STEP VI
<b>Director</b>   Certificated or Classified 12 MONTH POSITION Director/Coordinator/Administrative	Annual	\$ 115,000.00	\$ 116,725.00	\$ 118,475.88	\$ 120,253.01	\$ 122,056.81	\$ 123,887.66
	PPP	\$ 4,791.67	\$ 4,863.54	\$ 4,936.49	\$ 5,010.54	\$ 5,085.70	\$ 5,161.99
	Hourly	\$ 59.65	\$ 60.54	\$ 61.45	\$ 62.37	\$ 63.31	\$ 64.26
<b>Head of Academics/Head of Division</b> 12 MONTH POSITION Director/Coordinator/Administrative	Annual	\$ 93,575.00	\$ 94,978.63	\$ 96,403.30	\$ 97,849.35	\$ 99,317.09	\$ 100,806.85
	PPP	\$ 3,898.96	\$ 3,957.44	\$ 4,016.80	\$ 4,077.06	\$ 4,138.21	\$ 4,200.29
	Hourly	\$ 48.54	\$ 49.26	\$ 50.00	\$ 50.75	\$ 51.52	\$ 52.29
<b>Dean of Schools/Students</b>   Certificated 12 MONTH POSITION Director/Coordinator/Administrative	Annual	\$ 74,695.83	\$ 75,833.33	\$ 76,970.83	\$ 78,125.39	\$ 79,297.27	\$ 80,486.73
	PPP	\$ 3,112.33	\$ 3,159.72	\$ 3,207.12	\$ 3,255.22	\$ 3,304.05	\$ 3,353.61
	Hourly	\$ 38.74	\$ 39.33	\$ 39.92	\$ 40.52	\$ 41.13	\$ 41.75
<b>Executive Assistant</b>   Classified 12 MONTH POSITION Director/Coordinator/Administrative	Annual	\$ 69,147.00	\$ 70,184.21	\$ 71,236.97	\$ 72,305.52	\$ 73,390.11	\$ 74,490.96
	PPP	\$ 2,881.13	\$ 2,924.34	\$ 2,968.21	\$ 3,012.73	\$ 3,057.92	\$ 3,103.79
	Hourly	\$ 35.87	\$ 36.40	\$ 36.95	\$ 37.50	\$ 38.07	\$ 38.64
<b>Manager</b>   Classified 12 MONTH POSITION Director/Coordinator/Administrative	Annual	\$ 98,031.60	\$ 99,502.07	\$ 100,994.61	\$ 102,509.52	\$ 104,047.17	\$ 105,607.87
	PPP	\$ 4,084.65	\$ 4,145.92	\$ 4,208.11	\$ 4,271.23	\$ 4,335.30	\$ 4,400.33
	Hourly	\$ 50.85	\$ 51.61	\$ 52.39	\$ 53.17	\$ 53.97	\$ 54.78
<b>Coach - Instructional</b>   Certificated 12 MONTH POSITION Student Support	Annual	\$ 69,845.45	\$ 70,909.09	\$ 71,972.73	\$ 73,052.32	\$ 74,148.10	\$ 75,260.32
	PPP	\$ 2,910.23	\$ 2,954.55	\$ 2,998.86	\$ 3,043.85	\$ 3,089.50	\$ 3,135.85
	Hourly	\$ 39.04	\$ 39.64	\$ 40.23	\$ 40.84	\$ 41.45	\$ 42.07
<b>Coordinator</b>   Certificated or Classified 12 MONTH POSITION Director/Coordinator/Administrative	Annual	\$ 70,000.00	\$ 71,050.00	\$ 72,115.75	\$ 73,197.49	\$ 74,295.45	\$ 75,409.88
	PPP	\$ 2,916.67	\$ 2,960.42	\$ 3,004.82	\$ 3,049.90	\$ 3,095.64	\$ 3,142.08
	Hourly	\$ 36.31	\$ 36.85	\$ 37.41	\$ 37.97	\$ 38.54	\$ 39.11
<b>Counselor - SEL</b>   Certificated 11 MONTH POSITION: Central Student Support	Annual	\$ 79,785.00	\$ 80,981.78	\$ 82,196.50	\$ 83,429.45	\$ 84,680.89	\$ 85,951.10
	PPP	\$ 3,626.59	\$ 3,680.99	\$ 3,736.20	\$ 3,792.25	\$ 3,849.13	\$ 3,906.87
	Hourly	\$ 48.65	\$ 49.38	\$ 50.12	\$ 50.88	\$ 51.64	\$ 52.41
<b>Counselor - Academic</b>   Classified 12 MONTH POSITION: Site Based Student Support	Annual	\$ 76,695.83	\$ 77,846.27	\$ 79,013.96	\$ 80,199.17	\$ 81,402.16	\$ 82,623.19
	PPP	\$ 3,195.66	\$ 3,243.59	\$ 3,292.25	\$ 3,341.63	\$ 3,391.76	\$ 3,442.63
	Hourly	\$ 42.87	\$ 43.51	\$ 44.17	\$ 44.83	\$ 45.50	\$ 46.19
<b>Community Liasion</b>   Classified 12 MONTH POSITION Director/Coordinator/Administrative	Annual	\$ 70,000.00	\$ 71,050.00	\$ 72,115.75	\$ 73,197.49	\$ 74,295.45	\$ 75,409.88
	PPP	\$ 2,916.67	\$ 2,960.42	\$ 3,004.82	\$ 3,049.90	\$ 3,095.64	\$ 3,142.08
	Hourly	\$ 36.31	\$ 36.85	\$ 37.41	\$ 37.97	\$ 38.54	\$ 39.11
<b>Analyst</b> 12 MONTH POSITION Director/Coordinator/Administrative	Annual	\$ 70,000.00	\$ 71,050.00	\$ 72,115.75	\$ 73,197.49	\$ 74,295.45	\$ 75,409.88
	PPP	\$ 2,916.67	\$ 2,960.42	\$ 3,004.82	\$ 3,049.90	\$ 3,095.64	\$ 3,142.08
	Hourly	\$ 36.31	\$ 36.85	\$ 37.41	\$ 37.97	\$ 38.54	\$ 39.11

Step VII	STEP VIII	STEP IX	STEP X	STEP XI	STEP XII	STEP XIII	STEP XIV	STEP XV	STEP XVI	STEP XVII
\$ 125,745.98	\$ 127,632.16	\$ 129,546.65	\$ 131,489.85	\$ 133,462.19	\$ 135,464.13	\$ 137,496.09	\$ 139,558.53	\$ 141,651.91	\$ 143,776.69	\$ 145,933.34
\$ 5,239.42	\$ 5,318.01	\$ 5,397.78	\$ 5,478.74	\$ 5,560.92	\$ 5,644.34	\$ 5,729.00	\$ 5,814.94	\$ 5,902.16	\$ 5,990.70	\$ 6,080.56
\$ 65.22	\$ 66.20	\$ 67.20	\$ 68.20	\$ 69.23	\$ 70.26	\$ 71.32	\$ 72.39	\$ 73.47	\$ 74.58	\$ 75.69
\$ 102,318.95	\$ 103,853.74	\$ 105,411.54	\$ 106,992.72	\$ 108,597.61	\$ 110,226.57	\$ 111,879.97	\$ 113,558.17	\$ 115,261.54	\$ 116,990.47	\$ 118,745.32
\$ 4,263.29	\$ 4,327.24	\$ 4,392.15	\$ 4,458.03	\$ 4,524.90	\$ 4,592.77	\$ 4,661.67	\$ 4,731.59	\$ 4,802.56	\$ 4,874.60	\$ 4,947.72
\$ 53.07	\$ 53.87	\$ 54.68	\$ 55.50	\$ 56.33	\$ 57.17	\$ 58.03	\$ 58.90	\$ 59.79	\$ 60.68	\$ 61.59
\$ 81,694.03	\$ 82,919.44	\$ 84,163.24	\$ 85,425.68	\$ 86,707.07	\$ 88,007.68	\$ 89,327.79	\$ 90,667.71	\$ 92,027.72	\$ 93,408.14	\$ 94,809.26
\$ 3,403.92	\$ 3,454.98	\$ 3,506.80	\$ 3,559.40	\$ 3,612.79	\$ 3,666.99	\$ 3,721.99	\$ 3,777.82	\$ 3,834.49	\$ 3,892.01	\$ 3,950.39
\$ 42.37	\$ 43.01	\$ 43.65	\$ 44.31	\$ 44.97	\$ 45.65	\$ 46.33	\$ 47.03	\$ 47.73	\$ 48.45	\$ 49.18
\$ 75,608.32	\$ 76,742.45	\$ 77,893.58	\$ 79,061.99	\$ 80,247.92	\$ 81,451.64	\$ 82,673.41	\$ 83,913.51	\$ 85,172.21	\$ 86,449.80	\$ 87,746.54
\$ 3,150.35	\$ 3,197.60	\$ 3,245.57	\$ 3,294.25	\$ 3,343.66	\$ 3,393.82	\$ 3,444.73	\$ 3,496.40	\$ 3,548.84	\$ 3,602.07	\$ 3,656.11
\$ 39.22	\$ 39.81	\$ 40.40	\$ 41.01	\$ 41.62	\$ 42.25	\$ 42.88	\$ 43.53	\$ 44.18	\$ 44.84	\$ 45.51
\$ 107,191.99	\$ 108,799.87	\$ 110,431.87	\$ 112,088.35	\$ 113,769.67	\$ 115,476.22	\$ 117,208.36	\$ 118,966.49	\$ 120,750.99	\$ 122,562.25	\$ 124,400.68
\$ 4,466.33	\$ 4,533.33	\$ 4,601.33	\$ 4,670.35	\$ 4,740.40	\$ 4,811.51	\$ 4,883.68	\$ 4,956.94	\$ 5,031.29	\$ 5,106.76	\$ 5,183.36
\$ 55.60	\$ 56.43	\$ 57.28	\$ 58.14	\$ 59.01	\$ 59.90	\$ 60.80	\$ 61.71	\$ 62.63	\$ 63.57	\$ 64.53
\$ 76,389.23	\$ 77,535.07	\$ 78,698.09	\$ 79,878.56	\$ 81,076.74	\$ 82,292.89	\$ 83,527.29	\$ 84,780.20	\$ 86,051.90	\$ 87,342.68	\$ 88,652.82
\$ 3,182.88	\$ 3,230.63	\$ 3,279.09	\$ 3,328.27	\$ 3,378.20	\$ 3,428.87	\$ 3,480.30	\$ 3,532.51	\$ 3,585.50	\$ 3,639.28	\$ 3,693.87
\$ 42.70	\$ 43.34	\$ 43.99	\$ 44.65	\$ 45.32	\$ 46.00	\$ 46.69	\$ 47.39	\$ 48.10	\$ 48.82	\$ 49.56
\$ 76,541.03	\$ 77,689.14	\$ 78,854.48	\$ 80,037.30	\$ 81,237.86	\$ 82,456.43	\$ 83,693.27	\$ 84,948.67	\$ 86,222.90	\$ 87,516.24	\$ 88,828.99
\$ 3,189.21	\$ 3,237.05	\$ 3,285.60	\$ 3,334.89	\$ 3,384.91	\$ 3,435.68	\$ 3,487.22	\$ 3,539.53	\$ 3,592.62	\$ 3,646.51	\$ 3,701.21
\$ 39.70	\$ 40.30	\$ 40.90	\$ 41.51	\$ 42.14	\$ 42.77	\$ 43.41	\$ 44.06	\$ 44.72	\$ 45.39	\$ 46.08
\$ 87,240.37	\$ 88,548.98	\$ 89,877.21	\$ 91,225.37	\$ 92,593.75	\$ 93,982.66	\$ 95,392.40	\$ 96,823.28	\$ 98,275.63	\$ 99,749.77	\$ 101,246.01
\$ 3,965.47	\$ 4,024.95	\$ 4,085.33	\$ 4,146.61	\$ 4,208.81	\$ 4,271.94	\$ 4,336.02	\$ 4,401.06	\$ 4,467.07	\$ 4,534.08	\$ 4,602.09
\$ 53.20	\$ 54.00	\$ 54.81	\$ 55.63	\$ 56.46	\$ 57.31	\$ 58.17	\$ 59.04	\$ 59.93	\$ 60.83	\$ 61.74
\$ 83,862.54	\$ 85,120.48	\$ 86,397.28	\$ 87,693.24	\$ 89,008.64	\$ 90,343.77	\$ 91,698.93	\$ 93,074.41	\$ 94,470.53	\$ 95,887.59	\$ 97,325.90
\$ 3,494.27	\$ 3,546.69	\$ 3,599.89	\$ 3,653.89	\$ 3,708.69	\$ 3,764.32	\$ 3,820.79	\$ 3,878.10	\$ 3,936.27	\$ 3,995.32	\$ 4,055.25
\$ 46.88	\$ 47.58	\$ 48.29	\$ 49.02	\$ 49.75	\$ 50.50	\$ 51.26	\$ 52.03	\$ 52.81	\$ 53.60	\$ 54.40
\$ 76,541.03	\$ 77,689.14	\$ 78,854.48	\$ 80,037.30	\$ 81,237.86	\$ 82,456.43	\$ 83,693.27	\$ 84,948.67	\$ 86,222.90	\$ 87,516.24	\$ 88,828.99
\$ 3,189.21	\$ 3,237.05	\$ 3,285.60	\$ 3,334.89	\$ 3,384.91	\$ 3,435.68	\$ 3,487.22	\$ 3,539.53	\$ 3,592.62	\$ 3,646.51	\$ 3,701.21
\$ 39.70	\$ 40.30	\$ 40.90	\$ 41.51	\$ 42.14	\$ 42.77	\$ 43.41	\$ 44.06	\$ 44.72	\$ 45.39	\$ 46.08
\$ 76,541.03	\$ 77,689.14	\$ 78,854.48	\$ 80,037.30	\$ 81,237.86	\$ 82,456.43	\$ 83,693.27	\$ 84,948.67	\$ 86,222.90	\$ 87,516.24	\$ 88,828.99
\$ 3,189.21	\$ 3,237.05	\$ 3,285.60	\$ 3,334.89	\$ 3,384.91	\$ 3,435.68	\$ 3,487.22	\$ 3,539.53	\$ 3,592.62	\$ 3,646.51	\$ 3,701.21
\$ 39.70	\$ 40.30	\$ 40.90	\$ 41.51	\$ 42.14	\$ 42.77	\$ 43.41	\$ 44.06	\$ 44.72	\$ 45.39	\$ 46.08

STEP XVIII	STEP XIX	STEP XX	STEP XXI	STEP XXII	STEP XXIII	STEP XXIV	STEP XXV
\$ 148,122.34	\$ 150,344.17	\$ 152,599.34	\$ 154,888.33	\$ 157,211.65	\$ 159,569.83	\$ 161,963.37	\$ 164,392.82
\$ 6,171.76	\$ 6,264.34	\$ 6,358.31	\$ 6,453.68	\$ 6,550.49	\$ 6,648.74	\$ 6,748.47	\$ 6,849.70
\$ 76.83	\$ 77.98	\$ 79.15	\$ 80.34	\$ 81.54	\$ 82.77	\$ 84.01	\$ 85.27

\$ 120,526.50	\$ 122,334.40	\$ 124,169.42	\$ 126,031.96	\$ 127,922.44	\$ 129,841.27	\$ 131,788.89	\$ 133,765.73
\$ 5,021.94	\$ 5,097.27	\$ 5,173.73	\$ 5,251.33	\$ 5,330.10	\$ 5,410.05	\$ 5,491.20	\$ 5,573.57
\$ 62.52	\$ 63.45	\$ 64.41	\$ 65.37	\$ 66.35	\$ 67.35	\$ 68.36	\$ 69.38

\$ 96,231.40	\$ 97,674.87	\$ 99,139.99	\$ 100,627.09	\$ 102,136.50	\$ 103,668.55	\$ 105,223.58	\$ 106,801.93
\$ 4,009.64	\$ 4,069.79	\$ 4,130.83	\$ 4,192.80	\$ 4,255.69	\$ 4,319.52	\$ 4,384.32	\$ 4,450.08
\$ 49.91	\$ 50.66	\$ 51.42	\$ 52.19	\$ 52.98	\$ 53.77	\$ 54.58	\$ 55.40

\$ 89,062.74	\$ 90,398.68	\$ 91,754.66	\$ 93,130.98	\$ 94,527.95	\$ 95,945.87	\$ 97,385.06	\$ 98,845.83
\$ 3,710.95	\$ 3,766.61	\$ 3,823.11	\$ 3,880.46	\$ 3,938.66	\$ 3,997.74	\$ 4,057.71	\$ 4,118.58
\$ 46.20	\$ 46.89	\$ 47.59	\$ 48.31	\$ 49.03	\$ 49.77	\$ 50.51	\$ 51.27

\$ 126,266.69	\$ 128,160.69	\$ 130,083.10	\$ 132,034.35	\$ 134,014.87	\$ 136,025.09	\$ 138,065.47	\$ 140,136.45
\$ 5,261.11	\$ 5,340.03	\$ 5,420.13	\$ 5,501.43	\$ 5,583.95	\$ 5,667.71	\$ 5,752.73	\$ 5,839.02
\$ 65.49	\$ 66.48	\$ 67.47	\$ 68.49	\$ 69.51	\$ 70.56	\$ 71.61	\$ 72.69

\$ 89,982.61	\$ 91,332.35	\$ 92,702.33	\$ 94,092.87	\$ 95,504.26	\$ 96,936.83	\$ 98,390.88	\$ 99,866.74
\$ 3,749.28	\$ 3,805.51	\$ 3,862.60	\$ 3,920.54	\$ 3,979.34	\$ 4,039.03	\$ 4,099.62	\$ 4,161.11
\$ 50.30	\$ 51.05	\$ 51.82	\$ 52.60	\$ 53.39	\$ 54.19	\$ 55.00	\$ 55.82

\$ 90,161.42	\$ 91,513.84	\$ 92,886.55	\$ 94,279.85	\$ 95,694.05	\$ 97,129.46	\$ 98,586.40	\$ 100,065.20
\$ 3,756.73	\$ 3,813.08	\$ 3,870.27	\$ 3,928.33	\$ 3,987.25	\$ 4,047.06	\$ 4,107.77	\$ 4,169.38
\$ 46.77	\$ 47.47	\$ 48.18	\$ 48.90	\$ 49.64	\$ 50.38	\$ 51.14	\$ 51.90

\$ 102,764.70	\$ 104,306.17	\$ 105,870.77	\$ 107,458.83	\$ 109,070.71	\$ 110,706.77	\$ 112,367.37	\$ 114,052.88
\$ 4,671.12	\$ 4,741.19	\$ 4,812.31	\$ 4,884.49	\$ 4,957.76	\$ 5,032.13	\$ 5,107.61	\$ 5,184.22
\$ 62.67	\$ 63.61	\$ 64.56	\$ 65.53	\$ 66.51	\$ 67.51	\$ 68.52	\$ 69.55

\$ 98,785.79	\$ 100,267.58	\$ 101,771.59	\$ 103,298.16	\$ 104,847.64	\$ 106,420.35	\$ 108,016.65	\$ 109,636.90
\$ 4,116.07	\$ 4,177.82	\$ 4,240.48	\$ 4,304.09	\$ 4,368.65	\$ 4,434.18	\$ 4,500.69	\$ 4,568.20
\$ 55.22	\$ 56.05	\$ 56.89	\$ 57.74	\$ 58.61	\$ 59.49	\$ 60.38	\$ 61.29

\$ 90,161.42	\$ 91,513.84	\$ 92,886.55	\$ 94,279.85	\$ 95,694.05	\$ 97,129.46	\$ 98,586.40	\$ 100,065.20
\$ 3,756.73	\$ 3,813.08	\$ 3,870.27	\$ 3,928.33	\$ 3,987.25	\$ 4,047.06	\$ 4,107.77	\$ 4,169.38
\$ 46.77	\$ 47.47	\$ 48.18	\$ 48.90	\$ 49.64	\$ 50.38	\$ 51.14	\$ 51.90

\$ 90,161.42	\$ 91,513.84	\$ 92,886.55	\$ 94,279.85	\$ 95,694.05	\$ 97,129.46	\$ 98,586.40	\$ 100,065.20
\$ 3,756.73	\$ 3,813.08	\$ 3,870.27	\$ 3,928.33	\$ 3,987.25	\$ 4,047.06	\$ 4,107.77	\$ 4,169.38
\$ 46.77	\$ 47.47	\$ 48.18	\$ 48.90	\$ 49.64	\$ 50.38	\$ 51.14	\$ 51.90



# AIMS K-12 College Prep Charter District

## 2025-26 Salary Schedule

Non-Exempt Positions

Position	Pay Type	STEP I	STEP II	STEP III	STEP IV	STEP V	STEP VI
<b>Clerk - Central Office</b>   Classified	<b>Annual</b>	\$ 59,203.13	\$ 60,091.17	\$ 60,992.54	\$ 61,907.43	\$ 62,836.04	\$ 63,778.58
12 MONTH POSITION	<b>PPP</b>	\$ 2,466.80	\$ 2,503.80	\$ 2,541.36	\$ 2,579.48	\$ 2,618.17	\$ 2,657.44
Director/Coordinator/Administrative	<b>Hourly</b>	\$ 30.71	\$ 31.17	\$ 31.64	\$ 32.11	\$ 32.59	\$ 33.08
<b>Administrative Assistant</b>   Classified	<b>Annual</b>	\$ 61,935.30	\$ 62,864.33	\$ 63,807.29	\$ 64,764.40	\$ 65,735.87	\$ 66,721.91
12 MONTH POSITION	<b>PPP</b>	\$ 2,580.64	\$ 2,619.35	\$ 2,658.64	\$ 2,698.52	\$ 2,738.99	\$ 2,780.08
Director/Coordinator/Administrative	<b>Hourly</b>	\$ 32.13	\$ 32.61	\$ 33.10	\$ 33.59	\$ 34.10	\$ 34.61
<b>Instructional Aide</b>   Classified	<b>Annual</b>	\$ 47,104.20	\$ 47,810.76	\$ 48,527.92	\$ 49,255.84	\$ 49,994.68	\$ 50,744.60
11 MONTH POSITION: Site Based	<b>PPP</b>	\$ 2,141.10	\$ 2,173.22	\$ 2,205.81	\$ 2,238.90	\$ 2,272.49	\$ 2,306.57
Student Support	<b>Hourly</b>	\$ 28.72	\$ 29.16	\$ 29.59	\$ 30.04	\$ 30.49	\$ 30.94
<b>Teachers Assistant</b>   Classified	<b>Annual</b>	\$ 53,289.36	\$ 54,088.70	\$ 54,900.03	\$ 55,723.53	\$ 56,559.38	\$ 57,407.78
11 MONTH POSITION: Site Based	<b>PPP</b>	\$ 2,422.24	\$ 2,458.58	\$ 2,495.46	\$ 2,532.89	\$ 2,570.88	\$ 2,609.44
Student Support	<b>Hourly</b>	\$ 32.50	\$ 32.98	\$ 33.48	\$ 33.98	\$ 34.49	\$ 35.01
<b>Secretary</b>	<b>Annual</b>	\$ 61,020.00	\$ 61,935.30	\$ 62,864.33	\$ 63,807.29	\$ 64,764.40	\$ 65,735.87
12 MONTH POSITION	<b>PPP</b>	\$ 2,542.50	\$ 2,580.64	\$ 2,619.35	\$ 2,658.64	\$ 2,698.52	\$ 2,738.99
Director/Coordinator/Administrative	<b>Hourly</b>	\$ 31.65	\$ 32.13	\$ 32.61	\$ 33.10	\$ 33.59	\$ 34.10
<b>K12 Clerk - School Site</b>   Classified	<b>Annual</b>	\$ 35,424.00	\$ 35,955.36	\$ 36,494.69	\$ 37,042.11	\$ 37,597.74	\$ 38,161.71
11 MONTH POSITION	<b>PPP</b>	\$ 1,610.18	\$ 1,634.33	\$ 1,658.85	\$ 1,683.73	\$ 1,708.99	\$ 1,734.62
Director/Coordinator/Administrative	<b>Hourly</b>	\$ 20.04	\$ 20.35	\$ 20.65	\$ 20.96	\$ 21.27	\$ 21.59
<b>Campus Security</b>   Classified	<b>Annual</b>	\$ 47,104.20	\$ 47,810.76	\$ 48,527.92	\$ 49,255.84	\$ 49,994.68	\$ 50,744.60
11 MONTH POSITION: Site Based	<b>PPP</b>	\$ 2,141.10	\$ 2,173.22	\$ 2,205.81	\$ 2,238.90	\$ 2,272.49	\$ 2,306.57
Director/Coordinator/Administrative	<b>Hourly</b>	\$ 26.65	\$ 27.05	\$ 27.46	\$ 27.87	\$ 28.29	\$ 28.71



Step VII	STEP VIII	STEP IX	STEP X	STEP XI	STEP XII	STEP XIII	STEP XIV	STEP XV	STEP XVI	STEP XVII
\$ 64,735.26	\$ 65,706.29	\$ 66,691.88	\$ 67,692.26	\$ 68,707.65	\$ 69,738.26	\$ 70,784.33	\$ 71,846.10	\$ 72,923.79	\$ 74,017.65	\$ 75,127.91
\$ 2,697.30	\$ 2,737.76	\$ 2,778.83	\$ 2,820.51	\$ 2,862.82	\$ 2,905.76	\$ 2,949.35	\$ 2,993.59	\$ 3,038.49	\$ 3,084.07	\$ 3,130.33
\$ 33.58	\$ 34.08	\$ 34.59	\$ 35.11	\$ 35.64	\$ 36.17	\$ 36.72	\$ 37.27	\$ 37.83	\$ 38.39	\$ 38.97
\$ 67,722.74	\$ 68,738.58	\$ 69,769.66	\$ 70,816.20	\$ 71,878.44	\$ 72,956.62	\$ 74,050.97	\$ 75,161.73	\$ 76,289.16	\$ 77,433.50	\$ 78,595.00
\$ 2,821.78	\$ 2,864.11	\$ 2,907.07	\$ 2,950.68	\$ 2,994.94	\$ 3,039.86	\$ 3,085.46	\$ 3,131.74	\$ 3,178.72	\$ 3,226.40	\$ 3,274.79
\$ 35.13	\$ 35.65	\$ 36.19	\$ 36.73	\$ 37.28	\$ 37.84	\$ 38.41	\$ 38.99	\$ 39.57	\$ 40.16	\$ 40.77
\$ 51,505.77	\$ 52,278.36	\$ 53,062.53	\$ 53,858.47	\$ 54,666.35	\$ 55,486.34	\$ 56,318.64	\$ 57,163.42	\$ 58,020.87	\$ 58,891.18	\$ 59,774.55
\$ 2,341.17	\$ 2,376.29	\$ 2,411.93	\$ 2,448.11	\$ 2,484.83	\$ 2,522.11	\$ 2,559.94	\$ 2,598.34	\$ 2,637.31	\$ 2,676.87	\$ 2,717.02
\$ 31.41	\$ 31.88	\$ 32.36	\$ 32.84	\$ 33.34	\$ 33.84	\$ 34.34	\$ 34.86	\$ 35.38	\$ 35.91	\$ 36.45
\$ 58,268.89	\$ 59,142.93	\$ 60,030.07	\$ 60,930.52	\$ 61,844.48	\$ 62,772.14	\$ 63,713.73	\$ 64,669.43	\$ 65,639.47	\$ 66,624.07	\$ 67,623.43
\$ 2,648.59	\$ 2,688.31	\$ 2,728.64	\$ 2,769.57	\$ 2,811.11	\$ 2,853.28	\$ 2,896.08	\$ 2,939.52	\$ 2,983.61	\$ 3,028.37	\$ 3,073.79
\$ 35.53	\$ 36.07	\$ 36.61	\$ 37.16	\$ 37.71	\$ 38.28	\$ 38.85	\$ 39.44	\$ 40.03	\$ 40.63	\$ 41.24
\$ 66,721.91	\$ 67,722.74	\$ 68,738.58	\$ 69,769.66	\$ 70,816.20	\$ 71,878.44	\$ 72,956.62	\$ 74,050.97	\$ 75,161.73	\$ 76,289.16	\$ 77,433.50
\$ 2,780.08	\$ 2,821.78	\$ 2,864.11	\$ 2,907.07	\$ 2,950.68	\$ 2,994.94	\$ 3,039.86	\$ 3,085.46	\$ 3,131.74	\$ 3,178.72	\$ 3,226.40
\$ 34.61	\$ 35.13	\$ 35.65	\$ 36.19	\$ 36.73	\$ 37.28	\$ 37.84	\$ 38.41	\$ 38.99	\$ 39.57	\$ 40.16
\$ 38,734.13	\$ 39,315.15	\$ 39,904.87	\$ 40,503.45	\$ 41,111.00	\$ 41,727.66	\$ 42,353.58	\$ 42,988.88	\$ 43,633.72	\$ 44,288.22	\$ 44,952.54
\$ 1,760.64	\$ 1,787.05	\$ 1,813.86	\$ 1,841.07	\$ 1,868.68	\$ 1,896.71	\$ 1,925.16	\$ 1,954.04	\$ 1,983.35	\$ 2,013.10	\$ 2,043.30
\$ 21.92	\$ 22.25	\$ 22.58	\$ 22.92	\$ 23.26	\$ 23.61	\$ 23.97	\$ 24.33	\$ 24.69	\$ 25.06	\$ 25.44
\$ 51,505.77	\$ 52,278.36	\$ 53,062.53	\$ 53,858.47	\$ 54,666.35	\$ 55,486.34	\$ 56,318.64	\$ 57,163.42	\$ 58,020.87	\$ 58,891.18	\$ 59,774.55
\$ 2,341.17	\$ 2,376.29	\$ 2,411.93	\$ 2,448.11	\$ 2,484.83	\$ 2,522.11	\$ 2,559.94	\$ 2,598.34	\$ 2,637.31	\$ 2,676.87	\$ 2,717.02
\$ 29.14	\$ 29.58	\$ 30.03	\$ 30.48	\$ 30.93	\$ 31.40	\$ 31.87	\$ 32.35	\$ 32.83	\$ 33.32	\$ 33.82

STEP XVIII	STEP XIX	STEP XX	STEP XXI	STEP XXII	STEP XXIII	STEP XXIV	STEP XXV
\$ 76,254.83	\$ 77,398.65	\$ 78,559.63	\$ 79,738.03	\$ 80,934.10	\$ 82,148.11	\$ 83,380.33	\$ 84,631.04
\$ 3,177.28	\$ 3,224.94	\$ 3,273.32	\$ 3,322.42	\$ 3,372.25	\$ 3,422.84	\$ 3,474.18	\$ 3,526.29
\$ 39.55	\$ 40.15	\$ 40.75	\$ 41.36	\$ 41.98	\$ 42.61	\$ 43.25	\$ 43.90
\$ 79,773.93	\$ 80,970.53	\$ 82,185.09	\$ 83,417.87	\$ 84,669.14	\$ 85,939.17	\$ 87,228.26	\$ 88,536.69
\$ 3,323.91	\$ 3,373.77	\$ 3,424.38	\$ 3,475.74	\$ 3,527.88	\$ 3,580.80	\$ 3,634.51	\$ 3,689.03
\$ 41.38	\$ 42.00	\$ 42.63	\$ 43.27	\$ 43.92	\$ 44.58	\$ 45.24	\$ 45.92
\$ 60,671.17	\$ 61,581.23	\$ 62,504.95	\$ 63,442.53	\$ 64,394.17	\$ 65,360.08	\$ 66,340.48	\$ 67,335.59
\$ 2,757.78	\$ 2,799.15	\$ 2,841.13	\$ 2,883.75	\$ 2,927.01	\$ 2,970.91	\$ 3,015.48	\$ 3,060.71
\$ 37.00	\$ 37.55	\$ 38.12	\$ 38.69	\$ 39.27	\$ 39.86	\$ 40.45	\$ 41.06
\$ 68,637.78	\$ 69,667.35	\$ 70,712.36	\$ 71,773.04	\$ 72,849.64	\$ 73,942.38	\$ 75,051.52	\$ 76,177.29
\$ 3,119.90	\$ 3,166.70	\$ 3,214.20	\$ 3,262.41	\$ 3,311.35	\$ 3,361.02	\$ 3,411.43	\$ 3,462.60
\$ 41.86	\$ 42.48	\$ 43.12	\$ 43.77	\$ 44.42	\$ 45.09	\$ 45.77	\$ 46.45
\$ 78,595.00	\$ 79,773.93	\$ 80,970.53	\$ 82,185.09	\$ 83,417.87	\$ 84,669.14	\$ 85,939.17	\$ 87,228.26
\$ 3,274.79	\$ 3,323.91	\$ 3,373.77	\$ 3,424.38	\$ 3,475.74	\$ 3,527.88	\$ 3,580.80	\$ 3,634.51
\$ 40.77	\$ 41.38	\$ 42.00	\$ 42.63	\$ 43.27	\$ 43.92	\$ 44.58	\$ 45.24
\$ 45,626.83	\$ 46,311.23	\$ 47,005.90	\$ 47,710.99	\$ 48,426.66	\$ 49,153.06	\$ 49,890.35	\$ 50,638.71
\$ 2,073.95	\$ 2,105.06	\$ 2,136.63	\$ 2,168.68	\$ 2,201.21	\$ 2,234.23	\$ 2,267.74	\$ 2,301.76
\$ 25.82	\$ 26.21	\$ 26.60	\$ 27.00	\$ 27.40	\$ 27.81	\$ 28.23	\$ 28.65
\$ 60,671.17	\$ 61,581.23	\$ 62,504.95	\$ 63,442.53	\$ 64,394.17	\$ 65,360.08	\$ 66,340.48	\$ 67,335.59
\$ 2,757.78	\$ 2,799.15	\$ 2,841.13	\$ 2,883.75	\$ 2,927.01	\$ 2,970.91	\$ 3,015.48	\$ 3,060.71
\$ 34.33	\$ 34.85	\$ 35.37	\$ 35.90	\$ 36.44	\$ 36.98	\$ 37.54	\$ 38.10

# Coversheet

## Prop 2 Facilities Grant

<b>Section:</b>	IV. Consent Calendar
<b>Item:</b>	I. Prop 2 Facilities Grant
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Prop 2 - Facilities Grant (1).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: \_\_\_\_\_

# **Proposition - 2**

## **School Facilities Grant**

# Proposition - 2

## Funding Available

- \$600 million in bond authority
- Eligible Uses:
  - New construction or rehabilitation of facilities (minimum 15 years old)
  - Restrictions for facilities previously modernized with State funds
  - Rehabilitation projects gain additional preference points
  - Plumbing, HVAC, retrofitted, painting, site work, improving site space, playground

## Match Requirements

- 50/50 funding match for both new construction and rehabilitation
- Low-interest loans available for qualifying projects (up to the 50% matching share)
- Charter schools must be deemed "financially sound" by CSFA
- School districts may serve as loan guarantors

# Eligibility Criteria

Charter school must have been in operation for two years or have two years of administrative assistance

Competitive program based on "Preference Points"

- a. Criteria includes:
  - i. Free & Reduced Lunch percentages
  - ii. Overcrowding relief effort
  - iii. Non-profit status
  - iv. Rehabilitation of existing facilities

## Funding Prioritization

- Projects prioritized based on:
  - Geographic region (urban, rural, suburban)
  - School size (large, medium, small)
  - Grade levels (K-6, 7-8, 9-12)

# Next Steps

- Select a Consultant
- Identify eligible projects
- Prepare documentation for Preliminary Application submission
- Collaborate with relevant agencies to ensure project approval
- Monitor project milestones to meet funding and reporting deadlines

Application period has been set for **May 4, 2025 - August 31, 2025.**



# School Facility Consultants

## CSFP Consulting Services

School Facility Consultants (SFC) proposes providing the following services:

### Preliminary Apportionment

- SFC will work with the project team to develop a funding submittal strategy.
- SFC will prepare a detailed checklist to outline all documentation necessary to submit applications to the OPSC.
- SAB 50-09 *Application for Charter School Preliminary Apportionment* form: SFC will prepare all necessary Office of Public School Construction (OPSC) application documents for Client review, execution and submittal.
- SFC will assist with the steps required to receive final State Allocation Board (SAB) approval including OPSC 15 Day Letter and 4 Day Letter requests.

### Advanced Fund Release(s)

- SFC will prepare Priority Funding and Fund Release documents necessary to receive separate site and design funding (as appropriate).

### Final Project Apportionment

- SFC will work with the project team to assist with submittal strategy related to California Department of Education approvals.
- SFC will prepare a detailed checklist to outline all documentation necessary to submit applications to the OPSC.
- SAB 50-04 *Application for Funding*: SFC will prepare all necessary OPSC application documents for Client review, execution and submittal.
- Once the final applications are submitted, SFC will assist with the steps required to receive final State Allocation Board (SAB) approval including OPSC 15 Day Letter and 4 Day Letter requests.
- SFC will track SAB scheduling of project approvals.
- SFC will ensure the approvals represent the agreed upon scope/funding amounts.
- SFC will prepare Priority Funding Certification and Fund Release documents necessary to receive project funding.

---

## Proposed Services and Fees

SFC proposes to bill for services on a time and materials basis at the rate schedule below. The estimated fee is \$40,500.

# Charter School Facility Program Summary

## December 2024



### General Program Summary:

#### Administering Agencies:

- Office of Public School Construction (OPSC)
- California School Finance Authority (CSFA)
- California Department of Education (CDE) site and plan approvals also required under the CSFP

#### Funding available:

- \$600 million in available bond authority from Proposition 2

#### Uses:

- New construction and/or rehabilitation (facilities must be at least 15 years old)
- Restrictions apply for existing facilities previously modernized with State funds
- Rehabilitation of existing facilities generates additional project “preference points”

#### Match Requirements:

- 50/50 funding for both new construction and rehabilitation
- Low interest loan available to qualifying projects for local match requirement (up to the 50% matching share)
- Charters filing under the CSFP independently must be deemed “financially sound”
- Financial Soundness determined/processed by the CSFA
- Loan guarantors are allowable
- School districts filing on behalf of charters can be guarantors

#### General Information:

- Charter School must be in operation for 2 years, or, have 2 years administrative assistance
- Competitive Program funded based on “Preference Points” per project, following specific Regional, Type, Size and Grade level of project (SFP Regulation Section 1859.164)
  - “Preference Points” assigned to each application based on Free & Reduced Lunch Percentages, Overcrowding Relief Effort, Non-Profit Status and Rehabilitation of existing facilities
- Projects with highest points will be funded in order outlined per the following funding criteria defined in the Program Regulations:
  - Geographic Region
  - Urban, Rural, or Suburban areas
  - Large, Medium, or Small Schools
  - K-6, 7-8, 9-12 grade levels
- Closely analyze funding request as project classrooms, capacity and certain augmentations “capped” in the future based on Preliminary Apportionment request
- Additional funding may be provided in the future, only if authority is available – it is not guaranteed beyond Preliminary Apportionment amount
- DIR requirements do apply to Charter School applications

#### Application Deadline/Timeline:

- **Application Period has been set for May 4, 2025 – August 31, 2025**
- *Note: Charter Schools filing independently must notify the school district where located no later than 30 days prior to filing the application*

#### Next Steps/Final Notes:

- Once preliminarily approved, Charter Schools have 4 years to convert an application to a final request (an opportunity for a one-time, one-year extension is allowed)

# Charter School Facility Program Summary

## December 2024



### Preliminary Application Process – OPSC Application:

For Charter Schools Applying Independently **and** School Districts Applying on Behalf of the Charter School:

1. Completed form, [Application for Charter School Preliminary Apportionment \(Form SAB 50-09\)](#).
2. Resolution supporting application (approved by Governing Board or equivalent entity).
3. Narrative description of the proposed project.
4. Evidence that charter school delivered notification to the school district (must be at least 30 days prior to the submission of the Form SAB 50-09 to the OPSC). *For charter schools applying independently only.*
5. Copy of the school district governing board's resolution certifying to the number of the district's unhoused students that the charter school project will house. *For charter schools applying independently only – impacts assigned "preference points".*
6. Copy of the school board meeting minutes that describes the discussion and approval of the above certification resolution. *For charter schools applying independently only.*
7. New Construction Only: Documentation that describes the method used to determine the number of the school district's unhoused students that would be included in the proposed charter school project, if applicable.
8. New Construction Only: Preliminary CDE Recommended Site Size letter.
9. New Construction Only: A Cost Estimate for site development, which reflects 100 percent of the proposed work, outlined in Regulation Section 1859.76, and approved site development and off-site plans, when requesting more than \$70,000 per Proposed Useable Acres, refer to Regulation Section 1859.163.1.
10. Site Acquisition Only: Appraisal or Preliminary Appraisal of the property to be acquired that is less than six months old; or Median Cost valuation, consisting of county recorder documentation of consummated sales transactions, within the General Location, or title insurance company escrow instruction(s) for a minimum of 6 months and a maximum of 2 years, which indicate the agreed upon purchase price of the property(s) for pending real-estate sales. Submit with the consummated sales transactions and pending escrow instruction data a spreadsheet summary of the data in a price per acre format.
11. Site Acquisition Only: Relocation and Department of Toxic Substance Control cost documents, if applicable, refer to Regulation Section 1859.163.2 (*estimates allowable*).
12. Rehabilitation Only: Facilities Use Agreement between School District and Charter School
13. Rehabilitation Only: Drawings showing dimensions of facilities to be rehabilitated (1-As allowable for reference).
14. Copy of the chartering agreement (3 copies).
15. Form SAB 50-01, Form SAB 50-02 and Form SAB 50-03 for SFP New Construction Eligibility (if not previously submitted by the school district).
16. Verification of Non-Profit Status, if applicable.
17. CSFA - Financial Soundness Documents (2 copies)
  - See CSFA Form 03-01
  - Includes all supporting financial documentation (e.g. organization and financial information, all material contracts, and legal status questionnaire).

# Charter School Facility Program Summary

## December 2024



### Conversion to Final Application Process - OPSC Final Application

1. Final SAB 50-04 Application for Funding
2. Division of State Architect Approved Plans & Specifications (including DSA Approval Letter)
3. CDE final plan approval
4. CDE final site approval, if applicable
5. Current site appraisal and escrow documents, if applicable
6. Relocation costs, if applicable
7. DTSC costs, if applicable
8. Site Development cost estimate, if applicable
9. Project cost estimate, for Rehabilitation projects
10. Career Technical Education Advisory Committee letter or certification of inapplicability
11. Certification of DIR-CMU participation (on SAB 50-04 form)
12. Current CSFA Financial Soundness Determination
  - Includes current State agreements such as an MOU and Funding Agreement (generated by the CSFA)

### FUND RELEASE PROCESS (Design & Site Apportionments allowed)

1. Participation in the Priority in Funding Program
2. Finalize Agreements (Funding Agreement and MOU) as outlined above with the CSFA (agreements generated by CSFA)
3. Complete the SAB 50-05 Fund Release Authorization form (reviewing all certifications)
4. Complete Project Information Worksheet (PIW) form online with the OPSC at the time of the SAB 50-05 form submittal
5. Submit Grant Agreement
6. PWC-100 Notification – confirms notification to DIR-CMU of contract award

### SUBSTANTIAL PROGRESS/EXPENDITURE REPORTING PROCESS:

1. Specific steps required to ensure Substantial Progress is met within 18 months of receiving funds;
2. Expenditure reporting begins 12 months after receiving funds;
3. More information can be provided upon request.



# Professional Consulting Services Proposal

*Prepared for:*  
**AIMS College Prep High School**

Attention:

**Maya Woods-Cadiz**

Superintendent

AIMS College Prep High School

Email: [officeofthesuperintendent@aimsk12.org](mailto:officeofthesuperintendent@aimsk12.org)

Phone: (510) 893-8701

Primary Contact:

**Matthew A. Pettler**

Vice President

School Facility Consultants

Email: [matt@s-f-c.org](mailto:matt@s-f-c.org)

Phone: (916) 441-5063



## Letter of Transmittal

March 13, 2025

Maya Woods-Cadiz Superintendent  
AIMS K-12 College Prep Charter District  
School 746 Grand Ave.  
Oakland, CA 94607-2714

**Subject: Proposal for Consulting Services**

Dear Superintendent Woods-Cadiz:

School Facility Consultants (SFC) is pleased to present AIMS K-12 College Prep Charter District (Client) with this Proposal for Consulting Services. We believe School Facility Consultants can assist the Client with maximizing its Proposition 51 Charter School Facilities Program (CSFP) funding at AIMS College Prep High School. SFC has worked with clients to obtain over \$250 million in CSFP funding.

SFC is a full-service company which has been assisting its clients in all aspects of school facility planning since 1986. SFC offers a wide variety of services, including the preparation of State funding applications, California Department of Education school site and plan approval applications, Facility Master Plan reports, and School Facility Needs Analysis/Developer Fee reports. SFC also works with clients to garner Federal funding and various one-time program funding when available. The team is also active in the implementation, analysis and monitoring of State programs and regulations, and has developed strong working relationships with state agency staff members. With decades of combined experience and diverse backgrounds, our team members work collaboratively, providing a comprehensive knowledge base to address the unique needs of our clients.

Specifically, SFC proposes the following services:

- Assist the Client with funding strategy and the preparation and submittal of State applications required to obtain Charter School Facilities Program funding for AIMS College Prep High School.

We very much appreciate your consideration of our firm and are happy to discuss in detail any of the proposed services. Please do not hesitate to contact us at your earliest convenience with any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matthew A. Pettler", with a horizontal line extending to the right.

Matthew A. Pettler  
Vice President

## Experience and Qualifications

### FIRM INFORMATION

School Facility Consultants (SFC) has assisted its clients in all aspects of school facility funding and planning since 1986. We have worked with clients to realize over five billion dollars in school facility funding including new construction, modernization, and renovation projects. Our knowledgeable staff understands the intricacies of the planning and funding process in California, including the procedures and requirements of the California Department of Education (CDE), Office of Public School Construction (OPSC), Division of the State Architect (DSA) California Energy Commission (CEC) and Department of Toxic Substances Control (DTSC).

With decades of combined experience in a wide range of school facility issues, we at School Facility Consultants are committed to integrity, professionalism, and excellence in all that we do. We are comprised of a diverse group of motivated individuals guided by the shared endeavor of applying analysis and strategy to achieve concrete results for our clients.

At SFC, we offer a full range of comprehensive services and work closely with clients to become a seamless extension of facility teams. Based in Sacramento, our consulting teams are active in the implementation, analysis, and monitoring of State programs and regulations. We have developed strong working relationships with state agency staff members and bring a deep understanding of facility planning to each of our clients' projects.

SFC's team structure provides its clients with reliability, accessibility, and a broad knowledge base. The SFC partners maintain direct involvement with clients through regular communications with the consulting teams to maintain strong connections between consultants and clients. A Senior Consultant serves as the primary client liaison and manager of each client's project issues. Additional consulting staff are available on the team to provide additional support, research, and production of work products. Team Leaders manage workload and troubleshoot potential issues for the team. The team approach ensures that a consultant is always available to provide immediate assistance to clients. By working collaboratively, our consulting team members contribute their individual expertise toward an extensive and comprehensive knowledge base that addresses the unique needs of individual clients.

SFC was built upon its strong values, culture, and work ethic. These qualities make for a highly effective and successful work environment for its staff, promoting teamwork and providing valuable opportunities for individual employee growth potential. This positive environment encourages productivity and allows for the highest level of service for its clients.

## Experience and Qualifications

### STATE FUNDING ELIGIBILITY AND APPLICATION

California school districts and County offices of education have the potential to realize significant State funding contributions through individualized analysis of funding eligibility under the State's School Facility Program (SFP). SFC consulting staff is trained to analyze complex data sets in order to determine eligibility and access funding available through the Office of Public School Construction (OPSC) and other State agencies. SFC assists districts in navigating the multi-step requirements and coordinating with these agencies through the entire funding process.

### FUNDING STRATEGY

By synthesizing our various areas of technical expertise, SFC consulting staff is equipped to develop complex and effective long and short term funding strategies that provide proven results in facilities funding. As a full-service consulting firm, SFC can take school districts facilities projects from start to finish, applying methodology that garners the greatest funding gains while addressing specific and individual project needs which may evolve during the life of the project. SFC assists clients in providing a long-term strategy which results in maximizing outside funding sources to expand the life of their local funding availability. These efforts ultimately afford our clients the ability to provide additional and enhanced learning environments for students.

### PROJECT CLOSEOUT AND AUDIT SUPPORT

As part of participation in the SFP, school districts and county offices of education are required by statute and regulation to conform to several certifications, as well as to ensure that funds received are expended appropriately. As part of the project closeout process SFC assists clients in compiling the documentation necessary to demonstrate conformance with expenditure requirements and the numerous certifications for clients to retain their awarded project funding amounts.

### PLANNING

Clients utilize Master Plans to forecast their facility needs into the future. SFC produces comprehensive Master Plans for clients, which assess potential impacts associated with outside area developments such as new residential development, shifts in demographic trends, and fluctuating district boundaries. Unification studies, territory transfer and school site placement are interpreted as the physical needs of clients' facilities are also assessed and addressed using Master Plans.

### DEVELOPER FEE STUDIES

School districts are authorized to collect impact fees on new residential and commercial/industrial development pursuant to California law. The preparation of developer fee studies in accordance with statute is required for districts to collect these fees. These studies utilize local district data, including new residential development, historical statistical information, and school construction costs to determine the dollar amount that can be justified for collection by the school district. SFC's Planning Division prepares Justification Studies (Level 1) and School Facility Needs Analysis Studies (Level 2 and 3) according to the State Allocation Board's (SAB) provisions.

### DEVELOPMENT MITIGATION SERVICES

SFC assists clients with development mitigation services. Services include Student Generation Rate Studies, Mitigation Impact Reports and Fair Share Studies. SFC consulting staff is available to provide comments on the potential impact of planned developments including general plans, specific plans and environmental impact reports. SFC consultants provide Geographic Information System (GIS) mapping services to inform student generation rates on a district-wide basis, by attendance area and for specific development projects. Should a district experience a fee challenge, staff are available to provide expert witness testimony and/or a professional review of developer fee justification reports or mitigation agreements.



## Experience and Qualifications



### Matthew A. Pettler

School Facility Consultants, Vice President/Partner

#### PROFESSIONAL QUALIFICATIONS

Matt Pettler has been with School Facility Consultants (SFC) for over 25 years. Matt became a Principal and Partner in the Firm in January of 2007. Matt currently serves as Vice President and has assisted over 100 Districts receive billions of dollars in capital outlay funds for public school facilities in California. Matt specializes in managing client projects in all areas of the State School Facility Program as well as leading developer fee mitigation and District Facility Master Planning efforts.

During his time with SFC, Matt has played a key role in multiple successful school district appeals before the State Allocation Board gaining over \$750 million dollars in Financial Hardship, Overcrowding Relief Grant, and Facility Hardship funding. Matt has also assisted many school districts with complex audit/closeout issues to reach successful outcomes and avoid Material Inaccuracy penalties.

Additionally, Matt has prepared developer fee justification documents and successfully worked with the Building Industry Association (BIA) to secure millions of dollars needed to offset the impact of new residential development. He has led master planning teams in several school districts, allowing those districts to plan and execute successful bond elections to construct needed facilities for students.

Through these successes Matt has established relationships with State Allocation Board members, their staff, and State Agency leadership.

#### Education:

Bachelor of Arts - Political Science and Public Policy, University of California, Los Angeles

#### Years with Firm:

25+

#### Professional Affiliations:

C.A.S.H. – Coalition for Adequate School Housing  
C.A.S.B.O – California Association of School Business Officials  
School Energy Coalition  
C.A.S.H. Federal Network  
Small School Districts Association  
County School Facilities Consortium

#### Awards:

Matt is a 2011 Coalition for Adequate School Housing Service Award Recipient

## Experience and Qualifications



### Marnie Rosenstein

School Facility Consultants, Director

#### PROFESSIONAL QUALIFICATIONS

Ms. Rosenstein assists school districts in operating successful school building programs by implementing and streamlining processes, maximizing funding opportunities and addressing unique school facilities challenges utilizing her school district experience. Her attention to detail and exceptional analytical skills allows her to work creatively with her team to develop customized planning and funding strategies for school districts.

Prior to joining School Facility Consultants, Ms. Rosenstein was employed by the Elk Grove Unified School District for over 17 years, where she was responsible for a wide variety of activities including: coordination with state agencies and preparation of documentation for funding approval; school site selection, approval, and acquisition; student enrollment projections; school attendance boundary studies; and administration of developer fee and local Mello-Roos tax programs. Ms. Rosenstein is also well experienced in the areas of educational specifications, master plan development, and California Environmental Quality Act documentation.

#### Education:

Bachelor of Science, City and Regional Planning, California Polytechnic State University, San Luis Obispo, 1989

#### Years of Experience:

34

#### Years with Firm

17

#### Professional Affiliations:

C.A.S.H. – Coalition for Adequate School Housing

C.A.S.B.O – California Association of School Business Officials

School Energy Coalition

Californians for School Facilities

Small School Districts Association

County School Facilities Consortium

## Proposed Services and Fees

### CSFP Consulting Services

School Facility Consultants (SFC) proposes providing the following services:

#### Preliminary Apportionment

- SFC will work with the project team to develop a funding submittal strategy.
- SFC will prepare a detailed checklist to outline all documentation necessary to submit applications to the OPSC.
- SAB 50-09 *Application for Charter School Preliminary Apportionment* form: SFC will prepare all necessary Office of Public School Construction (OPSC) application documents for Client review, execution and submittal.
- SFC will assist with the steps required to receive final State Allocation Board (SAB) approval including OPSC 15 Day Letter and 4 Day Letter requests.

#### Advanced Fund Release(s)

- SFC will prepare Priority Funding and Fund Release documents necessary to receive separate site and design funding (as appropriate).

#### Final Project Apportionment

- SFC will work with the project team to assist with submittal strategy related to California Department of Education approvals.
- SFC will prepare a detailed checklist to outline all documentation necessary to submit applications to the OPSC.
- SAB 50-04 *Application for Funding*: SFC will prepare all necessary OPSC application documents for Client review, execution and submittal.
- Once the final applications are submitted, SFC will assist with the steps required to receive final State Allocation Board (SAB) approval including OPSC 15 Day Letter and 4 Day Letter requests.
- SFC will track SAB scheduling of project approvals.
- SFC will ensure the approvals represent the agreed upon scope/funding amounts.
- SFC will prepare Priority Funding Certification and Fund Release documents necessary to receive project funding.



## Proposed Services and Fees

SFC proposes to bill for services on a time and materials basis at the rate schedule below. The estimated fee is \$40,500.

If it becomes necessary for a Consultant from SFC to visit the Client, the Client will pay for travel time at the rate schedule below. The Client will also reimburse SFC for all necessary and pre-approved travel expenses.

### Hourly Rate Schedule

Principal	\$280 per hour
Director	\$250 per hour
Senior Consultant	\$245 per hour
Consultant	\$215 per hour
Research Analyst	\$180 per hour
Administrative Support	\$115 per hour

SUBMITTED BY:  
School Facility Consultants

ACCEPTED BY:  
AIMS K-12 College Prep Charter District

\_\_\_\_\_  
Authorized Signature

Date: March 13, 2025

Date: \_\_\_\_\_

Coversheet

KIT Grant

Section:	V. Action Items
Item:	A. KIT Grant
Purpose:	Vote
Submitted by:	
Related Material:	Kit Grant Cover Letter (1).docx.pdf May KIT GRANT Proposal for Kitchen - KIT-2.pptx



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

### Submitter Information

Full Name: Tiffany Tung

Position/Title: Director of Program Compliance

Department: Program Compliance

Date of Submission (MM/DD/YYYY): 5/16/2025

### Item Details

Title of Item: KIT Grant Proposal

Is this item a: ☐ New Submission

☒ **Renewal**

If Renewal: Please summarize any changes from the previous submission: *Presenting the new proposal to the board for approval of the updated plan.*

### 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: *Presenting the new proposal to the board for approval of the updated plan.*

### Deadline Information

Is there a submission deadline for this item?

☒ **Yes** ☐ No

If yes: Please indicate the deadline date (MM/DD/YYYY): 5/31/2025

### Financial Information (if applicable):

Total Cost: \$130,000

Is this expenditure included in the annual budget?

☒ **Yes** ☐ No

Please specify in which plan this expense is indicated:

Kitchen Infrastructure and Training (KIT) Grant

# AIMS K-12 College Prep

KIT Grant Proposal

Presented: Director of Program Compliance

Date: May 22, 2025



Powered by BoardOnTrack

# KIT Funding Awarded

## 1st Round - 2021 KIT Funds

Amount Received- \$64,001.00

Funds Received: **May 2022**

Leftover Funds: None

Deadline for Expenditures: No  
Deadline

## 2nd Round - 2022 KIT Funds

Amount Received - \$130,548.00

Leftover Funds: \$130,548.00

Deadline for Expenditures: June  
30, 2025. Unencumbered funds  
must be returned to the CDE  
within 30 days of invoicing

*\$90,000 will be allocated for the purchase  
of new ovens and outdoor seating. The  
remaining funds are planned to be  
expended before the deadline.*



## Goal: Increase Student Participation and Meal Consumption

### 12th Street

- **Replaces two broken ovens/warming units** (Quote: \$20,000)
- Purchase stainless steel locked cabinet (Quote: \$5,000)
- Purchase stainless steel tables (replacement for broken unit) (Quote: \$5,000)
- Purchase items for additional storage (Quote: \$2,500)
- Electrical work for oven (if needed) (Quote: \$2,500)

*\*\$90,000 will be allocated for the purchase of new ovens and outdoor seating. The remaining funds are planned to be expended before the deadline.*

### High School

- Purchase one oven/warming unit (Quote: \$20,000)
- Purchase stainless steel locked cabinet (Quote: \$5,000)
- Purchase stainless steel table (replacement for broken unit) (Quote: \$5,000)
- Purchase items for additional storage (Quote: \$2,500)
- Electrical work for oven (if needed) (Quote: \$2,500)
- **Install 6 outdoor tables with canopy** (Quote: \$50,000)
- Add compost, recycle and trash bins (Quote: \$10,000)

# Overview of total expenditures from both funding rounds:

- Mobile Table for Point of Sale Service
- ServSafe Allergen Course
- Stepping Stool
- Kitchen Exhaust Hood Vent
- Refrigerators
- Food Manager Certification Training
- Kitchen Cart for Flavor Station
- Wall Shelves
- Barcode Scanner/Numeric Keypads
- Electrical Work
- Serving Equipment

# Allowable Expenditures

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>• <b>Cooking Equipment</b></li><li>• <b>Supporting infrastructure system needs</b></li><li>• <b>Service equipment</b></li><li>• <b>Refrigeration and storage</b></li><li>• <b>Transportation of ingredients, meals and equipment between sites</b></li><li>• <b>Food Service Staff Training and professional development</b></li></ul> | <ul style="list-style-type: none"><li>• <b>Food Service Staff Training and professional development</b></li><li>• <b>Providing additional compensation for additional work relating to serving universal school meals</b></li><li>• <b>Costs for planning and implementing freshly prepared onsite preparation of reimbursable school meals, serving fresh and nutritious reimbursable school meals using California-grown food, or expanding reimbursable meal options for pupils with restricted diets</b></li><li>• <b>Under the KIT Grant, items can be purchased as long as they support or enhance our meal service program. Each purchase must be accompanied by a justification explaining how it benefits or improves the program's operations, efficiency, or overall service to students.</b></li></ul> |
|--|--|

# Q&A

Thank you!



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# Coversheet

## Interim JD-Executive Director

<b>Section:</b>	V. Action Items
<b>Item:</b>	C. Interim JD-Executive Director
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Interim ED Job Description.pdf

## Interim ED Job Description AIMS K12 COLLEGE PREP CHARTER DISTRICT

The Board of Directors of AIMS K12 College Prep Charter District seeks an Interim Executive Director to lead the organization through a dynamic and exciting phase of its history. One of Oakland's first charter schools, AIMS has grown into a diverse and high performing network of three award-winning schools serving 1,300 students. In its next phase, AIMS will expand its vision and programming for Special Education and actualize its commitment to strategic, data-driven leadership and compliance while building on the robust talent and many strengths in its schools.

We seek a leader who will bring focus to the unification of the school communities, addressing immediate needs of alignment to the AIMS ACOE MOU, and working with the board to transition to a permanent leader. Key responsibilities include strategic leadership, operational oversight, and effective communication with stakeholders.

The role commences June 1, 2025 through June 30, 2026. The annual compensation ranges from \$200-220K depending on experience with generous benefits.

Interest in this role can be submitted via cover letter and resume/CV to the Board Executive Assistant.

### Key Responsibilities

#### **Strategic Leadership:**

Provide direction and guidance during the transition period, focusing on aligning the school's human resources, systems and structures to successfully executing the AIMS ACOE MOU.

#### **Operational Oversight:**

Manage day-to-day operations, ensuring the schools and departments run smoothly and effectively.

#### **Stakeholder Communication:**

Keep the board, staff, families and community informed about key decisions and developments.

#### **Change Management:**

Implement changes and address challenges while deepening Special Education programming and ensuring a smooth transition to a permanent CEO.

### **Performance Management:**

Implement performance management systems with leadership to track progress toward MOU metrics. Evaluate performance, identify areas for improvement, and implement solutions.

### **Financial Management:**

Oversee budgets, ensure financial stability, and address any financial concerns.

### **Team Leadership:**

Lead and support staff, fostering a positive and productive work environment. Develop strategic leadership of the senior team.

#### Specific Tasks and Responsibilities:

- **Develop and implement short-term operational plans:** Address immediate organizational needs and priorities.
- **Review internal processes and procedures:** Identify areas for improvement and implement changes.
- **Work with the board to develop a search process for a permanent CEO:** Provide input and support for the search process.
- **Prepare for and participate in meetings with the board:** Provide updates and recommendations.
- **and maintain relationships with key stakeholders:** Including staff, students, parents, and community members.
- **Ensure compliance with all relevant laws and regulations:** Including those related to charter schools.

#### Skills and Qualifications:

- **Proven leadership experience:** Demonstrated ability to lead and manage teams effectively.
- **Strong communication and interpersonal skills:** Ability to communicate effectively with diverse audiences.
- **Experience in education or non-profit settings:** Knowledge of the charter school landscape is beneficial.
- **Experience in change management:** Ability to navigate transitions and implement changes.
- **Financial management skills:** Ability to manage budgets and ensure financial stability.
- **Problem-solving and decision-making skills:** Ability to analyze situations and make sound decisions.
- **Ability to work independently and collaboratively:** Ability to work with minimal supervision and as part of a team.





# Coversheet

## Edgility Contract Review

<b>Section:</b>	V. Action Items
<b>Item:</b>	D. Edgility Contract Review
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	AIMS K12 CEO_Edgility Search Services Overview_2025.pdf



# Search Proposal

AIMS K-12

April 2025

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As a longtime Oaklander and partner to our local charter and district schools (including 12 years spent on boards of Oakland charter school orgs), I have long known about and admired AIMS K-12's work to support students in our community achieve academic success and fulfill their potential in college and beyond.

At Edgility, we are dedicated to supporting high-quality school orgs constructing diverse and inclusive leadership teams. Our competency-driven process ensures the identification and selection of CEO candidates who possess the necessary skills and experience as well as a genuine passion for AIMS K-12's approach and vision.

[Edgility Consulting](#) is a local and national leader in conducting high-quality executive searches for education organizations like yours. We would be thrilled to support you in this important search.

Sincerely,

**Christina Greenberg**  
**Founder and CEO**



# Who We Are

# Why We Exist

## We Help You Find, Hire and Keep the Talent You Need.

People are what matter most in almost every field — especially in social impact organizations. Yet default practices reinforce existing structures, costing organizations the genius they need.

Edgility runs executive searches to place transformational leaders in mission-driven organizations while helping our clients bring practice and structure into alignment with their values - and what their people need to stay and thrive.

# \ Our Services

Placing Exceptional Leaders	Closing Wage Gaps	Redesigning Talent Systems
<div>\ Executive Search</div> <div>\ Recruitment Campaigns</div> <div>\ Transition Support</div>	<div>\ Compensation Program Design</div> <div>\ Wage Gap Assessment</div> <div>\ Implementation Support</div>	<div>\ Talent Management Audit</div> <div>\ Performance Management Redesign</div> <div>\ Competency Model Development</div>

## Our Clients

We work with social impact organizations striving to build a more equitable world for **youth, families and communities.**



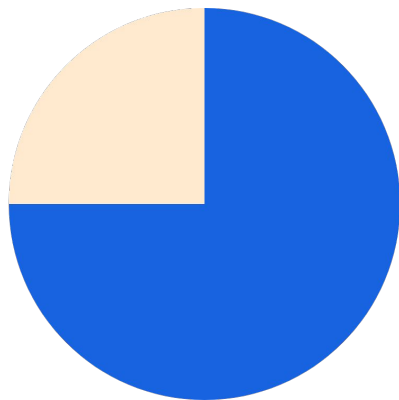
## Similar Searches

See full list of clients [here](#).

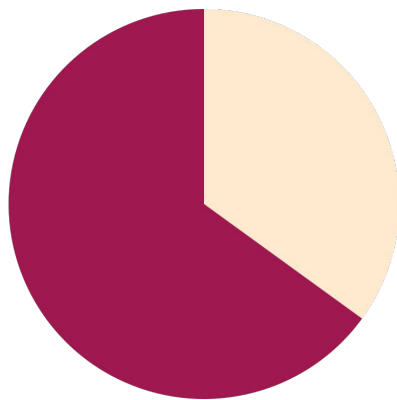
- ✍ Yu Ming Charter School, CEO
- ✍ Francophone, Executive Director
- ✍ EBIA, Executive Director
- ✍ Lighthouse Community Charter, Head of School
- ✍ ACE Charter Schools, CEO
- ✍ Navigator Schools, CEO
- ✍ Aspire Public Schools, Bay Area ED
- ✍ Mission Prep, Executive Director
- ✍ Bullis Charter School, Superintendent
- ✍ Oakland School for Arts, Executive Director
- ✍ Summit Public Schools, Chief Schools Officer



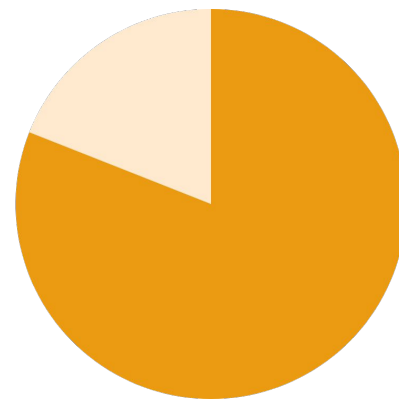
## Our Results



**75%** of candidates placed in Edgility searches in the last three years **identify as people of color**



**65%** of candidates placed in Edgility searches in the last three years **identify as non-male**



**81%** of Edgility placements stayed in their roles for **at least two years**

# Our Team

The Edgility team reflects the range of experiences and perspectives that exist in our clients' organizations. We live all across the country with deep networks and real-world knowledge to help solve today's greatest educational challenges.

**We understand the K-12 education world because we've walked in your shoes — as recruiters, executives and school leaders.**

For us, success in the workplace is all about putting values into action. We won't stop until it's the standard for the way organizations everywhere hire, compensate and grow their teams.

## Search Leadership



### Christina Greenberg,

Co-Founder and Managing Partner

- Before launching Edgility, Christina owned and ran Redwood Circle Consulting, a recruitment and talent management firm, for five years.
- Christina has spent 20 years as a recruiter - leading searches for professionals serving in a range of executive leadership roles in education, youth development and social justice organizations.
- She holds a Master's degree in Public Affairs from the School of Public and International Affairs at Princeton University and a Bachelor of Arts in Political Science from UCLA.

## Search Team



**Serena Moy**, Principal

- Before joining Edgility, Serena Moy's career encompassed over 20 years of human resources experience in multiple sectors.
- She holds a Master's degree in Nonprofit Management from New York University's Wagner School of Public Service and a Bachelor of Arts in Sociology with a Minor in Education from the University of California, Davis.



**Taylor Bostock**, Principal

- Taylor started as a high school English teacher through Teach for America in Los Angeles and became an Assistant Principal at Achievement First. She later shifted to recruitment, leading leadership hiring for 34 schools as Sr. Director of School Leader Recruitment.
- Taylor created the first KIPP Recruitment Playbook and trained 19 regions on it. Her leadership improved hiring, increasing filled positions by the end of the school year from 63% to 92% in one year.
- She holds a Master's in Secondary Education from Loyola Marymount University and a Bachelor's from University of Southern California

## Search Team



**Mara Cooper**, Principal

- Before joining Edgility, Mara helped to build the Talent Outreach and Marketing function at Mastery Schools of Philadelphia and Camden.
- Mara began her career at Mastery in 2002 as a Humanities teacher, was a Postsecondary Advisor and then the Assistant Director of initiatives supporting the advising teams.
- Mara holds a BA from Penn State University and a M.Ed. from Temple University.

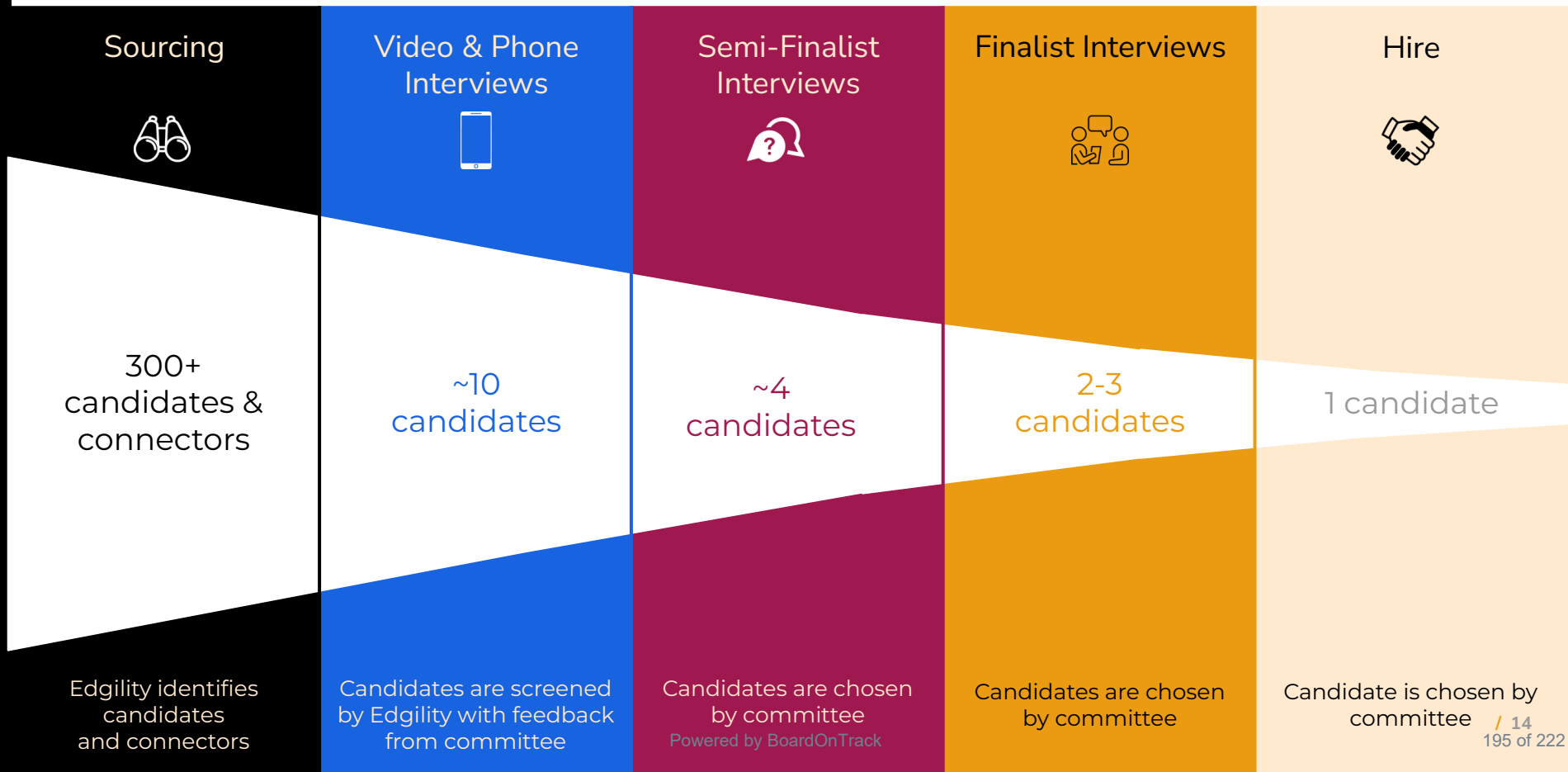


**Nora Malignat**, Principal

- As a previous Associate Director of Talent with a full-service talent firm, Nora designed equitable and impactful recruitment processes while leaning into building authentic relationships.
- She holds a double Bachelor's degree in Finance and International Business from the University of Hawai'i at Mānoa.

# Executive Search Services

# Sample Recruitment Funnel



## Process

### Discovery Process and Assessment Report

Through individual meetings, focus groups and surveys with key stakeholders — from board members to community members — our process provides you with a Discovery Assessment Report as well as the information needed for us to develop an ideal candidate profile and position competencies.

#### Deliverables

- ✓ Ideal candidate profile
- ✓ Job description and marketing materials
- ✓ Competency-aligned rubric

**1** Discovery Assessment

**2** Candidate Cultivation

**3** Candidate Screening & Assessment

**4** Hiring Process Support



## Process

### Candidate Cultivation

We build and execute a recruitment strategy that leverages our network of over 100,000 nominators, personalized outreach, as well as social media and online tools to reach a diverse talent pool. Our recruiters work hard to cultivate a high quality candidate pool that is representative of the communities you serve.

### Deliverables

- Candidate outreach materials and job posting list
- Targeted candidate list based on your profile
- Real-time tracking and reporting of metrics related to marketing outreach, email/phone responses and applicant sources

1 Discovery Assessment

2 Candidate Cultivation

3 Candidate Screening & Assessment

4 Hiring Process Support

# Process

## Candidate Screening & Assessment

We shepherd incoming candidates through a consistent, transparent, and competency-based process before passing the top candidates along to your team. We use our competency-aligned scorecard to evaluate candidates' readiness for the role and report back their ratings and qualitative feedback to support your decision-making process.

### Deliverables

- ✍ One-way-video interview screens
- ✍ Phone interviews conducted to follow-up on video
- ✍ Report out of candidates' proficiency against selection competencies at each stage of the process
- ✍ Submission of 3 candidates for you to interview

**1** Discovery Assessment

**2** Candidate Cultivation

**3** Candidate Screening & Assessment

**4** Hiring Process Support

# Process

## Hiring Process Support

We support your candidate diligence process, facilitate semi-finalist interviews, provide guidance for your onsite interviews, and facilitate hiring committee debriefs grounded in anti-bias principles. This can include the creation of materials, training support (as desired) for board and committee members in how to lead candidate interviews, conducting references, and providing support through the offer process.

### Deliverables

- ✍ Interview templates and resources for each phase of the process (including performance tasks and competency-aligned questions)
- ✍ Anti-bias and interview norming session held with hiring committee and/or key decision makers
- ✍ Facilitation of client interviews
- ✍ Support with candidate offer process
- ✍ Degree verification

**1** Discovery Assessment

**2** Candidate Cultivation





**3** Candidate Screening & Assessment

**4** Hiring Process Support

## Fees

Our executive search fee is based on one-third (33%) of the hired candidate's first year compensation, with a \$55,000 fee minimum.

Payment is due based on the following schedule:

-  50% of the estimated fee payable upon signature of the contract;
-  20% of the estimated fee payable 60 days from contract start date;
-  20% of the estimated fee payable 90 days from contract start date;
-  The balance of the fee is due when the offer letter is signed.

\*The first three payments will be based on an estimate of this salary figure (taking into account market data for the role). The final payment will be based on the hired candidate's total compensation.

This total does not include a \$1,500 advertising fee.

Travel and other hard expenses are pre-approved by the Client and will be billed back as actuals.

Please note, the pricing listed above is valid for 90 days from the proposal sent date.

# Sourcing Campaign Services

## Process

### Candidate Cultivation

We build and execute a recruitment strategy that leverages our network of over 100,000 nominators, personalized outreach, as well as social media and online tools to reach a diverse talent pool. Our recruiters work hard to cultivate a high quality candidate pool that is representative of the communities you serve.

### Deliverables

- Candidate outreach materials and job posting list
- Targeted candidate list based on your profile
- Real-time tracking and reporting of metrics related to marketing outreach, email/phone responses and applicant sources

**1** Candidate Cultivation

**2** Candidate Screening & Assessment

## Process

### Candidate Screening & Assessment (additional fee)

If you choose to engage us to lead candidate screening and assessment, candidates will be go through a consistent and transparent process before we pass them along to your team.

#### Deliverables

- One-way-video interview screens via Spark Hire

1 Candidate Cultivation

2 Candidate Screening & Assessment



# Your Timeline





## Fees

The service fee for this project as outlined above would be \$10,000 for five weeks of sourcing outreach as well as:

-  Additional fees of \$2,500 if candidate screening services are added, payable upon signature of contract;
-  **\$15,000** placement fee if you hire someone that we introduce to you.

\*Additional services may be added to the original contract at the time of agreement or by contract addendum.

Travel and other hard expenses are pre-approved by the Client and will be billed back as actuals.

Please note, the pricing listed above is valid for 90 days from the proposal sent date.

# Additional Services and Products

# CEO/ED Evaluation

## What We Offer:

Edgility conducts a third-party, evidence-based CEO/ED evaluation process to assist boards in effectively evaluating and providing performance feedback to their direct reports. Our service is grounded in best practices and incorporates 360-degree feedback, key metrics, and research-based leadership competencies

## Why It Matters:

- \ Evidence-based evaluations support the board in making data-driven decisions and providing constructive feedback.
- \ Incorporating 360-degree feedback provides a well-rounded view of the leader's performance from multiple perspectives.
- \ A third-party evaluation ensures an unbiased and comprehensive assessment of leadership performance.

## How You'll Benefit:

- \ **Better Board-Leader Relationships:** Strengthen the relationship between board and leadership through clear, feedback and open communication.
- \ **Increased Accountability:** Establish a culture of continuous improvement, driving organizational success.
- \ **Stakeholder Trust:** Build trust among staff and board by demonstrating a commitment to transparent evaluation practices.

## Executive Onboarding

### What We Offer:

We provide optional onboarding support tailored to your organization's needs. Drawing from insights gained during our Search Equity Assessment and our hiring process facilitation, we craft a comprehensive coaching program to ensure a seamless transition for your new leader.

### Why It Matters:

- \ Effective onboarding sets the stage for a successful integration of the new leader into your culture and operations.
- \ Customized coaching sessions enable the new leader to quickly acclimate, contribute meaningfully, and leverage their full potential.
- \ Robust onboarding fosters positive relationships between the new leader, board members, managers, and the broader team.

### How You'll Benefit:

- \ **Smooth Integration:** Seamless integration minimizes disruption and maximizes productivity.
- \ **Long-Term Success:** By providing the tools, support, and guidance they need to thrive in their role, your new leader will be set up for long-term success
- \ **Cultural Alignment:** A strong cultural fit promotes a sense of belonging and shared purpose between the leader and key stakeholders.



# Thank you.

Christina Greenberg

[cgreenberg@edgilityconsulting.com](mailto:cgreenberg@edgilityconsulting.com)

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# Coversheet

## Data Consulting Contract

<b>Section:</b>	V. Action Items
<b>Item:</b>	E. Data Consulting Contract
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	AIMS - Community Roots - Scope of work 2.pdf Applying Name....pdf Consulting Services Contract.pdf

### AIMS Restructuring for Success

Contractor Name: Community Roots Curriculum Services LLC (Wesley Jacques, CEO)

Contractor Supervisor: Kimi Kean, Vicechair, Board of Directors

Summary of Services: Strategic Planning, Performance Management and Leadership Coaching

Date Created: May 15, 2025

**DESCRIPTION:** Develop leadership capacity and strong plans, teams and performance management systems in order to achieve collective success for AIMS students and families.

**Payment Schedule:** 5 payments of \$12,000 (20% of \$60,000):

- Signing: Jun 1, 2025
- Phase 1 & 2 Completion: Sep 1, 2025
- Mid-project: Dec 1, 2025
- Spring: Mar 1, 2026
- Completion: Jun 1, 2026

### Professional Services

Phase	Deliverable and Related Tasks*	Est. Time	Rate
<b>Phase 1: Clarify Goals, Align Plans</b>  June 1 - Aug 15	<b>Strategic Instructional Plan</b> <ul style="list-style-type: none"> <li>• Review relevant documents and interview staff/board as needed</li> <li>• Facilitate Root Cause Analysis of current state (Exec. Team)</li> <li>• Facilitate faculty and staff in analyzing data, defining goals and practices</li> <li>• Use staff input to write Strategic Plan with Measurable Student Goals and Aligned Professional Practices</li> <li>• Facilitate Annual Roadmap with Milestones</li> <li>• Data Plans with Vital Signs</li> <li>• Facilitate Process for each Data Team to align annual plans to AIMS strategic plan</li> <li>• Organize staff in Communities of Practice (CoP)</li> <li>• Plan data management systems</li> </ul> <b>-Strategic Instructional Plan: Aug 15, 2025</b> <b>-CoP Annual Plans: Aug 22, 2025</b>	60 - 80 hrs.	\$14,000

<p><b>Phase 2: Launch Performance Management Systems</b></p> <p>Aug 1 - Aug 29</p>	<p><b>Data-driven Cycles of Inquiry</b></p> <ul style="list-style-type: none"> <li>• Co-develop Data Dashboards and Trackers for key measures in annual plans</li> <li>• Provide staff development on data collection/reporting</li> <li>• Provide staff development on cycles of inquiry</li> <li>• Organize Annual Plans and Cycles of Inquiry for Each CoP</li> </ul> <p><b>-Data Plans for each CoP: Aug 22, 2025</b></p> <p><b>-Dashboards/Trackers for all Measures: Aug 29, 2025</b></p>	<p>40 - 50 hrs.</p>	<p>\$8,000</p>
<p><b>Phase 3: Grow High-Performing Teams</b></p> <p>Sept 1 - May 31</p>	<p><b>On-going Coaching and Facilitation</b></p> <ul style="list-style-type: none"> <li>• Biweekly coaching sessions with AIMS Superintendent and Executive Leaders <ul style="list-style-type: none"> <li>◦ Building Strong Teams, Vital Signs methodology, Leading cycles of inquiry, Weekly coaching plans, professional development plans</li> </ul> </li> <li>• Facilitate executive leadership team retreats at the end of each quarterly cycle (4)</li> <li>• Monthly Team meetings to co-facilitate, monitor, support implementation of cycles of inquiry</li> <li>• Facilitate or coach leaders to facilitate COI Step backs (AM: Data Analysis and Reflection; PM: Presentations of Learning) on October 20,</li> </ul> <p><b>-Team Meeting Calendar aligned to COI Steps: Sep 1, 2025</b></p> <p><b>-COI Workbook completed by each CoP and presented quarterly to colleagues and executive leadership</b> (executive leadership to board)</p> <ul style="list-style-type: none"> <li>• <b>Cycle 1:</b> August 18 - October 17 (Step-back on 10/20)</li> <li>• <b>Cycle 2:</b> October 21 - January 16 (Step-back on 1/20)</li> <li>• <b>Cycle 3:</b> January 21 - March 27 (Step-back on 3/31)</li> <li>• <b>Cycle 4:</b> April 1 - June 18 (Step-back on 6/22)</li> </ul> <p><b>-Quarterly Reports to the Board re: Progress with Annual Goals and Plans</b></p> <ul style="list-style-type: none"> <li>• <b>Oct 27, 2025</b></li> <li>• <b>Jan 28, 2026</b></li> <li>• <b>Apr 13, 2026</b></li> <li>• <b>Jun 25, 2026</b></li> </ul>	<p>25 - 30 hrs. x 9 months</p>	<p>\$38,000</p>
<p>–</p>	<p><b>Total</b></p>	<p>–</p>	<p><b>\$60,000</b></p>



**VENDOR GUIDE  
WITH REQUIRED TERMS AND CONDITIONS  
AIMS K-12 COLLEGE PREP**

**Vendor Guide to Purchasing Policies and Procedures**

Aims K-12 College Prep  
171 12th Street  
Oakland, CA 94607  
<http://www.AIMSK12.org>

WJ  
5/16/25



## **VENDOR GUIDE WITH REQUIRED TERMS AND CONDITIONS**

### **Introduction**

The purpose of this guide is to explain how a vendor may contract with the AIMS K-12 College Prep and its affiliated schools: AIMS Middle College Prep; American Indian Public Charter II and AIMS K-12 High.

### **Purchasing Policy**

The District contracts with vendors for the purchase of goods via purchase orders which must be properly numbered, authorized and signed by the District's Facility/Purchasing Department. This is the only document by which the District contracts with vendors for the purchase of goods. The Facility/Purchasing Department is the only entity authorized to sign and issue purchase orders. The purchase order is the District's contract with the vendor. Therefore, any change to the purchase order must be in writing and authorized by the Superintendent.

**PLEASE NOTE: ALL PURCHASE ORDERS MUST BE ACCOMPANIED BY AN EXECUTED COPY OF THE TERMS AND CONDITIONS ATTACHED HERETO AS EXHIBIT 1.**

### **Vendor Contacts**

The District urges vendors to deal directly with the District Leadership on all purchasing related matters, including sales calls, sales presentations, promotions, catalog distributions, returns, exchanges and substitutions. Vendors may not make sales calls directly at school sites. The District must adhere to bidding and competitive selection procedures. Vendors must first contact the Director of Health and School support and the Superintendent of Schools direction prior to making any sales presentations.

### **Basis for Award**

The District seeks to develop maximum competition for all purchases and to award contracts based on the lowest cost to the District by a responsible vendor presenting the most advantageous proposal to the District.

Formal bidding procedures are required for the purchase of materials and/or services exceeding amounts specified by law. Bid limits are subject to change on a yearly basis.

Informal quotes, bids or proposals for goods and/or services may be requested and received in writing by mail, e-mail and facsimile. Informal bids apply to purchases below the formal bid limits required by law.

### **Gifts and Gratuities**

The District maintains a strict policy prohibiting the acceptance by its employees of gifts and/or gratuities from any vendor or potential vendor. However, this policy does not preclude employees from accepting promotional or advertising items such as calendars, desk pads, notebooks and other office supplies which are offered free to all as part of a public relations program.



## **VENDOR GUIDE WITH REQUIRED TERMS AND CONDITIONS**

### **EXHIBIT 1**

### **TERMS AND CONDITIONS**

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5/16/25

#### **DEFINITIONS**

- AIMS K-12 College Prep shall be hereinafter referred to as the "District" and the vendor/supplier shall be hereinafter referred to as "Vendor."
- The purchase order approved by the District's Governing Board and issued by an authorized representative of the District's Purchasing Department and these Terms and Conditions are hereinafter referred to as the "Agreement."

#### **HOLD HARMLESS AND INDEMNIFICATION LANGUAGE**

- Vendor agrees to indemnify and hold harmless District, its officers, agents, employees and volunteers from any and all loss, costs and expense including legal fees, or other obligations or claims, arising directly or indirectly out of any liability or claim of loss or liability for personal injury, bodily injury to persons, contractual liability and damage to property, or any other loss, damage, injury or other claim of any kind or nature, arising out of the activities, omissions to act or negligence of Vendor and/or Vendor's officers, agents, independent contractors, subcontractors or affiliated entities and/or their employees, agents and representatives, whether such activities, omissions to act, negligence or intentional conduct is or was authorized by this Agreement or not.
- Vendor further agrees to pay or cause to be paid for any and all damage, or loss or theft to the property of the District arising out of the performance of services, omissions to act, or negligence of Vendor. District assumes no responsibility whatsoever for any property placed on the District premises. Vendor agrees to waive all rights of subrogation against District. Notwithstanding the foregoing, Vendor shall not be responsible for indemnification for claims or losses caused solely by the negligence of the District.

#### **INSURANCE**

- Vendor covenants and agrees to provide general liability, automobile liability (if driving on District sites), products and completed operations, property damage and errors and omissions insurance in an amount of not less than \$1 million per claim or occurrence. Proof of Workers' compensation coverage evidencing statutory limits and Employers' Liability limits evidencing not less than \$1 million. Vendor further agrees to provide all insurance coverage as required to conduct business with the District. Vendor agrees to provide the District with proof of insurance evidencing required insurance coverage at least 30 days prior to commencement of services under this Agreement and name the District as an additional insured on the general liability and automobile liability (if driving on District premises) coverage. Each insurance policy required by this Agreement shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice to the District.



## **VENDOR GUIDE WITH REQUIRED TERMS AND CONDITIONS**

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### LIMITATION OF PAYMENTS

- Prices and amounts shown herein are the maximum amounts authorized for payment under this Agreement (excluding any handling/delivery charges unless specified herein).

### PAYMENT TERMS

- Net-30 days.

### INVOICES

- Separate invoices are required for each purchase order. Invoices shall be submitted in triplicate, unless otherwise specified, and shall contain the following information: purchase order number, item number, item description, quantity, unit price and extended totals for items delivered. Sales tax, where applicable, shall be shown separately. Handling/delivery charges shall be identified in accordance with General Provision #6 in the purchase order. Failure to enter the above information on the invoice shall cause a delay in payment.

### VARIATION IN QUANTITY

- No variation in the quantity of any item called for by this Agreement shall be accepted, unless agreed to and specified elsewhere in this Agreement.

### DISCOUNTS

- In connection with any discount offered, the discount period shall begin on the date of delivery and acceptance at destination, and/or the date the correct invoice is received in the District's Accounts Payable office, and/or on the date that final approval for payment is authorized if an adjustment in payment is necessary due to damage, whichever is later. Payment is deemed to be made for the purpose of earning the discount on the date of mailing of the warrant.

### SHIPPING

- Unless otherwise specified, all goods are to be shipped prepaid, F.O.B. destination. Where specific authorization is granted to ship goods F.O.B. shipping point, the Vendor shall prepay all shipping charges, route goods by the cheapest way (unless authorized to ship by other means), and bill the District for the actual handling/delivery charges paid. Invoice containing handling/delivery charges shall include either the original or a copy of the prepaid bill of lading. Claims for handling/delivery charges which are not properly supported will not be paid. This does not apply to U.S. Mail or U.P.S. charges.

### INSPECTION AND ACCEPTANCE

- Inspection and acceptance will be at destination, unless otherwise provided. Regardless of the F.O.B. point, the Vendor agrees to bear all risk of loss, injury, or destruction of goods and materials ordered herein which occur prior to delivery; and such loss, injury, or destruction shall not release the Vendor from an obligation hereunder.



## **VENDOR GUIDE WITH REQUIRED TERMS AND CONDITIONS**

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### PACKAGING

- All items shall be prepared and packed for shipment in a manner that will prevent damage in transit. The District is not liable for extra charges for packing or cartage unless specified elsewhere in this Agreement. Vendor shall mark the purchase order number on each container.

### CAL-OSHA

- The Vendor certifies, by shipment, that all equipment furnished under this Agreement meets or exceeds applicable CAL-OSHA codes. Material Safety Data Sheets (MSDS) need to accompany all applicable chemicals.

### WARRANTY

- The Vendor agrees that all supplies, equipment, or services furnished under this Agreement shall be covered by the most favorable commercial warranties the Vendor provides any customer for such supplies, equipment, or service, and that the rights and remedies provided therein are in addition to and do not limit any rights afforded to the District by any other provision of this Agreement.

### EXCUSABLE DELAYS

- The Vendor shall be excused from performance hereunder during the same time and to the extent that he is prevented from obtaining, delivering, or performing by acts of God, fire, strike, lockout, or commandeering of materials products, plants, or facilities by the government, when satisfactory evidence thereof is presented to the District, provided that it is satisfactorily established that the non-performance is not due to the fault of the party not performing.

### INDEPENDENT CONTRACTOR

- While providing the supplies or services ordered herein, the Vendor shall be and act as an independent contractor. Vendor understands and agrees that he/she and all of his/her employees shall not be considered officers, employees, agents, partner, or joint venture of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation.

### DEFAULT BY VENDOR

- Failure to comply with any of the terms and/or conditions of this Agreement shall constitute default by the Vendor.

### TERMINATION BY DISTRICT

- District may, at any time, with or without reason, terminate this Agreement and compensate Vendor only for goods and services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Vendor. Notice shall be deemed given when received by the Vendor or no later than three days after the day of mailing, whichever is sooner.



WJ 5/16/25

## **VENDOR GUIDE WITH REQUIRED TERMS AND CONDITIONS**

### ASSIGNMENT OF PURCHASE ORDER

- The Vendor shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties, or obligations without the prior written consent of the District.

### COMPLIANCE WITH LAWS

- The Vendor shall observe and comply with all rules and regulations of the Governing Board of the District and all federal, state, and local laws, ordinances and regulations.

### CERTIFICATES/PERMITS/LICENSES

- The Vendor and all Vendor's employees or agents shall secure and maintain in force such certificates, permits and licenses as are required by law in connection with the furnishing of goods or services pursuant to this Agreement.

### NO RIGHTS IN THIRD PARTIES

- This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

### LIMITATION OF DISTRICT LIABILITY

- Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

### CALIFORNIA LAW

- This Agreement shall be governed by and the rights, duties and obligations of the parties shall be determined and enforced in accordance with the laws of the State of California. The parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Alameda County, California.

### WAIVER

- The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

### SEVERABILITY

- If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.



**VENDOR GUIDE  
WITH REQUIRED TERMS AND CONDITIONS**

SIGNATURE AUTHORITY

- Vendor has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of the Vendor has been properly authorized and empowered to enter into this Agreement.

IN WITNESS WHEREOF, the Vendor hereto has executed this Agreement on the date indicated below.

Vendor: Community Roots Curriculum Services

Date: May 16, 2025

Signature: Wes Jacques

Print Name: Wesley Jacques

Title: CEO / Founder

Information regarding Vendor:

License No.: 93-2733319

Address: 2526 Castello St. Oakland, CA 94602

Telephone: (510) 332-7098

Facsimile: NA

E-Mail: wjacques@communityrootscurriculum.org

Type of Business Entity:

Sole Proprietorship

Limited Partnership

Other: LLC

\*Federal Code of Regulations sections 6041 and 6209 require non-corporate recipients of \$600.00 or more to furnish their taxpayer identification number to the payer. The regulations also provide that a penalty may be imposed for failure to furnish the taxpayer identification number. In order to comply with these regulations, the District requires your federal tax identification number or Social Security number, whichever is applicable.

## **Consulting Services Contract**

### **AIMS Board of Directors and Community Roots Curriculum Services LLC**

This Contract ("Contract") is made effective as of June 2025, by and between:

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

and

Community Roots Curriculum Services LLC  
Wesley Jacques, CEO  
[Contractor Address]  
[City, State, Zip]

#### **1. Purpose**

The purpose of this Contract is to outline the terms and conditions under which the Contractor will provide consulting services to the Client, specifically in the areas of strategic planning, performance management, and leadership coaching.

#### **2. Summary of Services**

The Contractor agrees to provide the following services:

- Develop leadership capacity and strong plans, teams, and performance management systems to achieve collective success for AIMS students and families.

#### **3. Contractor Supervisor**

The Contractor will report directly to the AIMS Board of Directors.

#### **4. Payment Schedule**

The total fee for the services rendered under this Contract shall be \$60,000, payable in five installments of \$12,000 each, according to the following schedule:

- Signing: June 1, 2025
- Phase 1 & 2 Completion: September 1, 2025
- Mid-project: December 1, 2025
- Spring: March 1, 2026
- Completion: June 1, 2026

#### **5. Professional Services Phases and Deliverables**

Phase 1: Clarify Goals, Align Plans

- Timeline: June 1 - August 15, 2025
- Deliverables:
  - Review relevant documents and interview staff/board as needed



- Facilitate Root Cause Analysis of current state (Executive Team)
- Facilitate faculty and staff in analyzing data, defining goals, and practices
- Write Strategic Plan with Measurable Student Goals and Aligned Professional Practices
- Facilitate Annual Roadmap with Milestones
- Data Plans with Vital Signs
- Organize staff in Communities of Practice (CoP)
- Plan data management systems
- Estimated Time: 60 - 80 hours
- Fee: \$14,000

#### Phase 2: Launch Performance Management Systems

- Timeline: August 1 - August 29, 2025
- Deliverables:
  - Co-develop Data Dashboards and Trackers for key measures in annual plans
  - Provide staff development on data collection/reporting
  - Organize Annual Plans and Cycles of Inquiry for Each CoP
- Estimated Time: 40 - 50 hours
- Fee: \$8,000

#### Phase 3: Grow High-Performing Teams

- Timeline: September 1, 2025 - May 31, 2026
- Deliverables:
  - Biweekly coaching sessions with AIMS Superintendent and Executive Leaders
  - Facilitate executive leadership team retreats at the end of each quarterly cycle (4)
  - Monthly Team meetings to co-facilitate, monitor, and support implementation of cycles of inquiry
- Quarterly Reports to the Board regarding progress with Annual Goals and Plans
- Estimated Time: 25 - 30 hours per month for 9 months
- Fee: \$38,000

#### 6. Total Contract Amount

The total fee for the services rendered under this Contract shall be \$60,000.

#### 7. Termination

Either party may terminate this Contract with written notice of 30 days if the other party fails to perform its obligations under this Contract.

#### 8. Governing Law

This Contract shall be governed by and construed in accordance with the laws of the State of [State].

#### 9. Entire Agreement

This Contract constitutes the entire agreement between the parties and supersedes all prior agreements and understandings, whether written or oral, relating to the subject matter herein.

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the date first above written.

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Jaime Colly  
President, Board of Directors  
AIMS K-12 Charter School District

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Kimi Kean  
Vice Chair, Board of Directors  
AIMS K-12 Charter School District

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Wesley Jacques  
CEO  
Community Roots Curriculum Services LLC

Date: \_\_\_\_\_  
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