AIMS K-12 College Prep Charter District

Finance Committee Meeting

Date and Time

Tuesday February 10, 2026 at 6:00 PM PST

Location

171 12th Street, Oakland, CA 94607

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

https://us05web.zoom.us/j/4853268122?pwd=Mk9yUUdzRFdkVzBFMzlQeVVDUFIrUT09
Meeting ID: 485 326 8122
Passcode: rcjFZ5

Click here to Submit Public Comment - https://bit.ly/aimsboardcomment

AIMS is committed to ensuring accessible participation for individuals with disabilities. Disability-related modifications or accommodations needed to take part in this meeting may be requested by contacting **Suzen Chu** at **510-390-1624** at least 24 hours in advance, if possible, so appropriate arrangements can be made.

The meeting agenda will be posted at least 72 hours prior to the scheduled meeting time.

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171 12th Street, Oakland, CA 94607

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

Join Zoom Meeting
https://us06web.zoom.us/j/87594605508?pwd=7SSXWXx9FN7mP2gIp1YbkkoWRshdkQ.1

One tap mobile
+12532050468,,6614266860#,,,,*071330# US
+12532158782,,6614266860#,,,,*071330# US (Tacoma)

Meeting ID: 661 426 6860
Passcode: 071330
Find your local number: https://us02web.zoom.us/u/kb9RJj161W

AIMS does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Abigail Genova 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 Abigail Genova at (510) 220-1730 at least 24 hours in advance of any disability accommodations being needed in order to participate in the meeting.

Click on the link below to submit Public Comment:
https://docs.google.com/forms/d/e/1FAIpQLScK0rD4rkfpiHrMyGtxnKaPECne4SfCG-5ezqD3xUALg0OTAQ/viewform?usp=sharing

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Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**6:00 PM**
	A. Call the Meeting to Order		Megan Sweet	1 m
	B. Record Attendance		Megan Sweet	2 m
	C. Agenda Adoption	Vote	Megan Sweet	1 m
II.	**Public Comment**			**6:04 PM**
	A. Public Comment on Agenda Items			10 m

Public comment on agenda items is set aside for members of the public to address items listed on the Board's agenda. The Board of Directors will not respond to or take action based on public comment, except that clarifying questions may be asked or

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	staff may be directed. Comments are limited to two (2) minutes per speaker, with up to **ten (10) minutes allocated for this section**.			
B.	Public Comment on Non-Agenda Items Public comment on non-agenda items is set aside for members of the public to address items listed on the Board's agenda. The Board of Directors will not respond to or take action based on public comment, except that clarifying questions may be asked or staff may be directed. Comments are limited to two (2) minutes per speaker, with up to **ten (10) minutes allocated for this section**.			10 m
III.	**Action Items**			**6:24 PM**
A.	Contract: Seneca Family of Agencies - Special Education Systems Assessment	Vote	Marco Menendez	5 m
B.	Contract: Families in Action (FIA) - Charter Renewal Consulting	Vote	Marco Menendez	5 m
C.	Contracts: AIMS New Hires	Vote	Jimmie Brown	5 m
IV.	**Non-Action Items**			**6:39 PM**
A.	Consulting Contract Proposal: Noah Bradley - Charter Petition Development for AIMS HS & AIMS MS	Discuss	Marco Menendez	10 m
B.	Community Engagement for LCAP 2026-2027	Discuss	Megan Sweet	10 m
V.	**Closing Items**			**6:59 PM**
A.	Adjourn Meeting	Vote	Megan Sweet	1 m

Coversheet

Contract: Seneca Family of Agencies - Special Education Systems Assessment

Section: III. Action Items
Item: A. Contract: Seneca Family of Agencies - Special Education Systems Assessment
Purpose: Vote
Submitted by:
Related Material:
AIMS_Seneca School Assessment Proposal_v2 (1).pdf
2274-CA Alameda-AIMS K-12 College Prep Charter District-02012026-06302026-Special Education Systems Assessment.pdf

AIMS K-12 Special Education Systems Assessment Proposal

OVERVIEW OF NEED

AIMS leadership has identified the need to better understand the current functioning of their special education program, including alignment with legal requirements, best practices, and the expectations of families and staff. AIMS is seeking an assessment to provide a data-driven understanding of how well existing policies, resources, and practices support students with disabilities, while also identifying gaps in service delivery and opportunities for improvement. By engaging stakeholders and analyzing outcomes, AIMS seeks to meet the diverse needs of all learners in an equitable and effective manner.

OVERVIEW OF PROPOSED ASSESSMENT

In collaboration with the AIMS leadership, Seneca will engage in a school-wide assessment of special education systems for compliance, effectiveness, and equity. The assessment will explore the five following key areas:

Legal and Policy Compliance

- Alignment with federal and state regulations (e.g., IDEA, Section 504)
- Adherence to Individualized Education Program (IEP) requirements and timelines
- Processes for identification and referral to special education

Quality Service Delivery

- Availability and adequacy of specialized staff (special education teachers, related service providers)
- Role of special education within a multi-tiered system of support
- Delivery of IEP identified services
- Differentiation and accommodations/modifications in general education classrooms
- Progress monitoring and data-driven decision-making

Family and Community Engagement

- Communication and collaboration with families
- Opportunities for parent input in planning and decision-making

Staff Training and Professional Development

- Ongoing training in special education law, instructional strategies, and cultural responsiveness
- Support for general education teachers in inclusive practices

Climate and Equity

- School culture regarding inclusion and belonging
- Patterns of disproportionality in discipline or identification of disabilities

ASSESSMENT ELEMENTS

Proposed elements of the assessment include:

- Existing Data Review – The assessment team will review existing school data sources related to Special Education. Data sources would be determined in collaboration between the assessment team and AIMS leaders, but could include:
    - State and SELPA Special Education reporting
    - Academic, discipline, and/or school systems data
    - School culture and climate assessment data
- IEP Audit – The assessment team will pull a representative set of IEPs and review student files for:
    - Compliance with IEP timelines and regulations related to plan development
    - Provision of assigned service delivery by appropriately credentialed personnel
    - Use of data informed practices to guide services
- Community Interviews – The assessment team will engage various community members in focus group interviews to learn more about their experience related to effective and equitable special education service delivery.

The findings from the assessment will be compiled into a report and paired with a set of recommendations

TIMELINE

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3	IEP Audit	Late March	Seneca team will work with AIMs leadership to access SEIS files and engage in IEP records review.
4	Report Development & Recommendations	April	Seneca team will share back themes and findings and initial recommendations with AIMS leadership.

COST

Full implementation of the comprehensive assessment process as described above would hold a cost of $16,600 which includes:

- Planning and coordination ($750)
- Data review ($1,500)
- Site visits and community interviews ($6,850)
- IEP audit ($6,000)
- Report development and recommendations ($1,500)

CONTACT

Robin Detterman, Chief Program Officer robin_detterman@senecacenter.org

Gini Sanders, Director of Specialized Services, gini_sanders@senecacenter.org

SERVICE AGREEMENT
SENECA FAMILY OF AGENCIES AND AIMS K-12 COLLEGE PREP CHARTER DISTRICT
FOR SPECIAL EDUCATION SYSTEMS ASSESSMENTS

This Service Agreement (or "Agreement") describes and confirms the expectations and responsibilities of Seneca Family of Agencies, hereinafter referred to as "Service Provider" and AIMS K-12 College Prep Charter District, hereinafter referred to as "Fiscal Agent" (Each a "party, and collectively the "Parties") for the purpose of providing Special Education Systems Assessments as described in this Agreement.

TERM AND TERMINATION
The term of this Agreement is February 1, 2026 through June 30, 2026, unless sooner terminated as provided herein. At any time during the term of this Agreement, either Party may terminate this Agreement by notifying the other Party in writing of the decision to end the Agreement with a minimum of 30 days' notice unless the termination is for cause.

SCOPE OF SERVICE
Service Provider agrees to provide services as described in the Attachment.

COMPENSATION FOR SERVICES
Fiscal Agent shall reimburse Service Provider for a contract maximum of $16,600 for services rendered.

Invoicing Contacts:

Service Provider:	Seneca Family of Agencies	Fiscal Agent:	AIMS K-12 College Prep Charter District
Contact Name:		Contact Name:	
Email:		Email:	

INSURANCE
Service Provider shall procure and maintain during the full term of this Agreement the following insurance amounts and coverage:

- Commercial General Liability Insurance, inclusive of sexual molestation and abuse coverage, with limits not less than $1,000,000 (one million dollars) each occurrence Combined Single Limit for Bodily Injury and Property Damage, and $3,000,000 (three million dollars) in the aggregate.
- Commercial Automobile Liability Insurance with limits not less than $1,000,000 (one million dollars) each occurrence Combined Single Limit for Bodily Injury and Property Damage, including Owned, Non-Owned and Hired auto coverage, as applicable.
- Workers' Compensation Insurance, with Employer's Liability limits not less than $1,000,000 (one million dollars) each accident.
- For maximum limits not met above, a $2,000,000 Umbrella/Excess Liability policy is held in order to provide the additional layers of coverage.

For any claims related to the services, Service Provider's Insurance shall be primary as respects Fiscal Agent, its subsidiaries, officials and employees. Any Insurance maintained by Fiscal Agent, its subsidiaries, officials and employees shall be excess of Service Provider's Insurance and shall not contribute with It. With regards to Service Provider's General Liability and Auto Liability, Service Provider shall name Fiscal Agent, its directors, officers, employees, volunteers, authorizer, and agents as additional Insureds. With regards to Service Provider's workers' compensation policy, it shall be endorsed with a Waiver of Subrogation Clause in favor of Fiscal Agent. Service Provider shall produce a Certificate of Insurance and supporting documentation evidencing the above insurance requirements. Fiscal Agent shall be provided with advance notice of cancellation or diminishment of limits of liability.

INDEMNIFICATION

Each Party (the "Indemnifying Party") shall indemnify, defend, and hold the other Party (the "Indemnified Party"), its directors, officers, employees, volunteers, authorizers, and agents, harmless from all claims, demands, actions, suits, losses, injuries, expenses (including attorneys' fees and court costs) arising out of or related to the Indemnifying Party's use or occupancy of the Indemnified Party's premises, or the conduct of Its business on or off of the Indemnified Party's premises; provided, however, that the Indemnifying Party shall have no obligation to indemnify, defend, or hold the Indemnified Party, its directors, employees, volunteers, authorizer, and agents, harmless from any claims, demands, actions, suits, losses, injuries, expenses (including attorneys' fees and court costs), arising out of or related to the negligent, knowing, or willful misconduct of the Indemnified Party, its directors, employees, volunteers, authorizers, and agents or other entity or person not subject to the Indemnifying Party's control and supervision.

CRIMINAL BACKGROUND CHECKS

Service Provider shall comply with the requirements of California Education Code section 45125.1, including, but not limited to: obtaining clearance from both the California Department of Justice (hereinafter referred to as "CDOJ") and from the Federal Bureau of Investigation (hereinafter referred to as "FBI") for Service Provider's employees, prior to service with any Fiscal Agent youth. Service provider hereby agrees that Service Provider's employees shall not come in contact with Fiscal Agent youths until CDOJ and FBI clearances are ascertained. Service Provider shall certify in writing to the Fiscal Agent that none of its employees who may come into contact with Fiscal Agent youth have been convicted of a violent or serious felony. Service Provider shall also make a request for subsequent arrest service from the CDOJ as required by California Penal Code Section 11105.2. Service Provider shall be responsible for the costs of the Fingerprinting clearances.

TUBERCULOSIS TESTING

For services that occur in the state of California, Service Provider shall require all employees, agents or volunteers who will have **prolonged contact with youth** to complete tuberculosis testing as described in EC 49406. The examination shall consist of an approved intradermal tuberculin test, which, if positive, shall be followed by an x-ray of the lungs. Thereafter, persons who are skin test negative shall be required to undergo the foregoing examination at least once every four years.

COMPLIANCE WITH LAWS

Service Provider shall comply with all local, state, and federal laws, ordinances, and regulations applicable to the performance of its responsibilities under this Agreement. Compliance shall include, but not be limited to, all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary to the performance of this Agreement.

INDEPENDENT CONTRACTOR
This Agreement is by and between two independent legal entities and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association. Service Provider will be responsible for ensuring that all employer obligations for its employees are met, including employer withholding and taxes, workers compensation coverage, unemployment insurance, disability insurance, etc. Fiscal Agent shall not have any employee status of any kind or nature, nor as being entitled to participate in any plans, arrangements or distributions by Seneca Family of Agencies pertaining to any pensions, bonus or similar benefits for their regular employees.

NON-SOLICITATION OF EMPLOYEES
In recognition of the current staffing shortages across the state and the investment that each entity makes to identify, train, support and retain staff; both parties hereby agree as follows:

Service Provider and Fiscal Agent agree that during the Term and for a period of twelve months following the termination or expiration of this Agreement, they will not directly or indirectly solicit or recruit the other Party's employees. For the purposes of this clause, a general advertisement or notice of a job listing or opening or other similar general publication of a job search or availability to fill employment positions distributed by any legal means, including on the internet, shall not be construed as a solicitation or recruitment effort. Furthermore, the hiring of any person who freely responds to any such notice or advertisement shall not be a breach of this clause even if such person was an employee or contractor of the other party immediately preceding such hiring or at any time during the prior twelve months. The parties agree that none of their employees is barred from applying to the other party for a job at any time and this clause shall not be interpreted in a way that would prevent an employee of either party from engaging in their profession with the employer of their choice in violation of any applicable law.

RECORDS
Service Provider must retain records to meet the minimum legal requirements as established through industry-acceptable medical record management and practice.

PROTECTED INFORMATION

- **Student Information.** Service Provider acknowledges that, from time to time during the Term, Service Provider may acquire or have access to pupil records or personally identifiable information of Fiscal Agent youth (as defined in the Family Educational Rights and Privacy Act of 1974, as amended, and rules promulgated thereunder [20 U.S.C. § 1232g and 34 CFR Part 99]) and the Individuals with Disabilities Education Act [20 U.S.C. Section 1400, et seq]. Service Provider will not use or disclose, and will cause Service Provider's employees, subcontractors, and volunteers not to use or disclose such information, except as necessary to perform the Services or as required by law.

DATA-SHARING

- **Purpose**
  In our work with youth and families, Seneca Family of Agencies uses a number of data platforms to track the provision of school-wide and youth services, service-related goals, and goal progress. The overall goal of our data-informed practices is to determine the effectiveness of the academic, behavioral, and clinical services provided by Seneca Family of Agencies and to

receive ongoing data-based feedback throughout the year on the youth's individual and group plans. The data tracked will be used to support service decisions aimed at improving youths' academic achievement and engagement, decreasing problem behavior and discipline issues, and improving social-emotional wellness, school climate, and parent engagement.

- **Scope and Data Elements**
  Seneca Family of Agencies will access and import following data sets for all enrolled youth into the appropriate databases for service and progress tracking purposes: School Name, School ID, Student ID (SSID), State Student ID, Last Name, First Name, Middle Name, Date of Birth, Gender, Grade, Teacher, Race/Ethnicity, ELL status, Home Language, and Special Education Status.
- **Transfer of Data**
  The Fiscal Agent and Seneca Family of Agencies shall use a secure, mutually agreed upon means and schedule for transferring confidential information.
- **Contractor Responsibilities**
  1. Seneca Family of Agencies acknowledges that these data are confidential data and proprietary to the Fiscal Agent, and agree to protect such information from unauthorized disclosures and to comply with all applicable District, Local, State and Federal confidentiality laws and regulations including but not limited to the California Education Code and the Family Education Rights and Privacy Act (FERPA).
  2. Seneca Family of Agencies will use appropriate safeguards to prevent the use or disclosure of the information other than as provided by this data use agreement.
  3. Seneca Family of Agencies shall not re-disclose any individual-level data with or without identifying information to any other requesting individuals, agencies, or organizations without prior written authorization from the Fiscal Agent.
  4. Seneca Family of Agencies shall keep all information furnished by the Fiscal Agent in space physically and electronically secure from unauthorized access. Information and data shall be stored and processed in a way that unauthorized persons cannot retrieve nor alter the information by means of a computer, remote terminal, or other means.

DISPUTE RESOLUTION

Any dispute, claim or controversy arising out of or relating to this Agreement shall be submitted to mediation using a mediator or mediators and procedures that are mutually acceptable to Service Provider and Fiscal Agent. If mediation is not successful, such dispute, claim or controversy (including the determination of the scope or applicability of this Agreement to arbitrate) shall be determined by arbitration in Oakland, CA before one independent arbitrator. The arbitration shall be administered by JAMS pursuant to its Comprehensive Arbitration Rules and Procedures and in accordance with the Expedited Procedures in those Rules. Judgment on the award may be entered in any court having jurisdiction. This clause shall not preclude parties from seeking provisional remedies in aid of arbitration from a court of appropriate jurisdiction. The parties adopt and agree to implement the JAMS Optional Arbitration Appeal Procedure (as it exists on the effective date of this agreement) with respect to any final award in an arbitration arising out of or related to this Agreement.

NOTICES

All notices provided for by this Agreement shall be in writing. All notices shall be faxed, mailed or emailed as follows:

Service Provider:	Seneca Family of Agencies	Fiscal Agent:	AIMS K-12 College Prep Charter District
Contact Name:		Contact Name:	

Address:	8945 Golf Links Road	Address:	
City, State, Zip:	Oakland, CA 94605	City, State, Zip:	
Email:		Email:	
Phone:		Phone:	
Fax:		Fax:	

MISCELLANEOUS

- This Agreement represents the entire agreement between the parties.
- No waiver of a breach of any provision of this Agreement shall be construed to be a waiver of any breach of any other provision.
- The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision.
- The rights and obligations of each party under this Agreement shall inure to the benefit of the parties and to their respective, authorized successors and permitted assigns. Neither party may assign any of its rights and obligations under this Agreement without obtaining the prior written consent of the other party.
- The parties do not intend the benefits of this Agreement to inure to any third person not a signatory to this Agreement. Notwithstanding anything contained herein, or any conduct or course of conduct by any party to this Agreement, before or after signing this Agreement, this Agreement shall not be construed as creating any right, claim or cause of action against either party by any person or entity not a party to this Agreement.
- This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of California.
- This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.
- There are no agreements of understanding, oral or otherwise, modifying, amending, or supplementing this agreement, which may not be amended or supplemented except by another agreement, in writing, and duly signed by the parties.
- The individuals executing this Agreement warrant and represent that they have the authority to do so.

IN WITNESS WHEREOF, the parties sign this Agreement as set forth below:

Seneca Family of Agencies

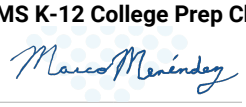
_____

Authorized Signature (Date)

_____

(Name and Title)

AIMS K-12 College Prep Charter District



Marco Menendez
Executive Director
February 05, 2026 16:35 PT

AIMS K-12 Special Education Systems Assessment Proposal

OVERVIEW OF NEED

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Proposed elements of the assessment include:

- **Existing Data Review** – The assessment team will review existing school data sources related to Special Education. Data sources would be determined in collaboration between the assessment team and AIMS leaders, but could include:
  - State and SELPA Special Education reporting
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CONTACT

Robin Detterman, Chief Program Officer robin_detterman@senecacenter.org

Gini Sanders, Director of Specialized Services, gini_sanders@senecacenter.org

Coversheet

Contract: Families in Action (FIA) - Charter Renewal Consulting

Section: III. Action Items
Item: B. Contract: Families in Action (FIA) - Charter Renewal Consulting
Purpose: Vote
Submitted by:
Related Material:
FIA Oakland + AIMS K-12 College Prep Charter District Custom Services MOU 25-26 - signed.pdf

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is made as of January 1, 2026 (the "Effective Date") by and between Families in Action for Quality Education (FIA Oakland Coalition) and participating Non-Profit Charter Network/School hereby referred to as AIMS K-12 College Prep Charter District, (each, a "Party" and together, the "Parties"). This MOU outlines the required commitments and the benefits of coalition membership.

Mission

The FIA Oakland Coalition is a group of public schools and networks whose members work collaboratively to ensure that all students and families in Oakland have the ability to choose and attend a high quality, equitable public school.

Origin Story, Purpose & Strategy

Nearly 25 years ago, families who demanded access to high quality schools began founding Oakland in-district small schools and public charter schools, especially in neighborhoods where traditional schools had failed generations of Black and Brown families with persistently low academic outcomes and gaps in college access. Through building the leadership of families and the collective power of school communities, the FIA Oakland Coalition aims to increase educational opportunity for historically marginalized students across Oakland public schools.

The FIA Oakland Coalition seeks to increase demand for quality public schools and build collective political power through four major strategies:

1. **Leadership Development** - Develop public school parent, youth and staff/educator leadership to lead campaigns.
2. **Develop Issues and Organize Campaigns** that lead to measurable increases in access, quality and equity in public education and build sustainable capacity and infrastructure for civic and political engagement.
3. **Engagement of influentials** including elected officials, community and district leaders and organizations to increase awareness of the positive contributions of public charter schools and increase focus on academic outcomes for historically marginalized student groups.
4. **Communications** that humanize the voices and stories of families, youth and educators, highlight education data and provide information that facilitates political involvement on FIA multi-media channels and via earned media

Principles of Engagement

School Contributions

- Beginning in fall 2021, FIA Oakland Coalition has been funded through a combination of philanthropy, grants, individual donors and School/Network contributions.

- Schools/Networks will contribute annually to support the FIA Oakland Coalition. Contributions, at the rate of $15/student, are generally due by July 1, 2025.

Send check to: Families in Action for Quality Education 433 Hegenberger Road, Suite 222 Oakland, CA 94621	Send bank transfer (***preferred***) to: Families in Action for Quality Education Bank: Citibank Address: 4101 Piedmont Avenue Account Number: 207-848-235 Routing Number: 32-11-711-84

Expectations

Partner schools will actively contribute to the success of the FIA Oakland coalition through:

1. Participation in quarterly school leader collaborative meetings.
2. Facilitate parent/student participation in FIA leadership development fellowships
3. Identify 1+ staff/educator for Civic Power fellowship who will play an active leadership role on site with voter education and registration.
4. Identify 1+ operations point person for Civic Power School Directory File sharing
5. Identify 1+ point person for Civic Power communications leadership
6. Attendance at 2 collective actions per year, ie Raise the Bar Awards, Candidate Forum
7. Participation in at least one FIA campaign per year: Civic Power (including Youth Vote and Non-Citizen Voting), Lit for Literacy, Raise the Bar: A-G, Family College Access Champions and Engaging Influentials

Benefits

The FIA Oakland Coalition provides unique benefits to our partner Schools/Networks.

1. Be a part of a historic, student and family-centered movement that increases access to high quality public schools and breaks down the silos between charter and district schools, community organizations to build city-wide collective power.
2. Be a part of changing the discourse and influencing public education policy and leadership that puts Black, Brown and underserved families in positions of power and honors their agency.
3. Be featured in FIA's communications campaigns that uplift positive data and stories from your school/network.
4. When appropriate, work with FIA's media advisor to be featured in earned medi aligned to FIA campaigns.
5. Build sustainable advocacy leadership in your school/network through organizing and leadership development fellowships
    a. Parent/youth: 3-5 spots reserved per year ($150/fellowship)
    b. Staff/educator: 1-2 spots reserved per year ($300/fellowship)
6. Access up to date political intelligence and tool kits for effective, relational advocacy and engagement of community influentials and elected officials

7. Access expert, multi-media communications collateral and strategy to help you effectively share your school story.

Governance

- Each School/Network appoints a senior leader who serves a two-year term on the board of directors at least once every four years.
- The board of directors composition reflects our values in its membership with ⅓ of members from Charter Schools/Networks, ⅓ from community and philanthropy partners and ⅓ parents and youth.
- Board directors will attend quarterly mandatory in person board meetings per year and participate as able in board working groups.
- Each year, the board of directors will adopt the goals and measures of success for the FIA Oakland Coalition strategy and evaluate the Chief Executive Officer.

FIA CUSTOM SERVICES

FIA will partner with AIMS Middle and High school leadership to co-design a campaign, build capacity and provide advocacy support for both schools' charter renewal in fall of 2026.

THE CONTEXT

The political environment for Oakland charter schools continues to be both dynamic and challenging. Under AB1505, the path to a successful renewal with the OUSD school board depends upon school quality *and* intentional political strategy. Successful campaigns have built advocacy capacity and collective power across families, students and staff to establish authentic relationships, understanding and support with elected officials.

ABOUT THE CAMPAIGN

FIA CEO and Organizer will work closely with the Executive Director and school leaders to define strategy, goals and actions for a successful charter renewal in fall 2026 with the OUSD school board. We will build context about Oakland education politics and the school to establish meaningful campaign goals, aligned and authentic messaging, metrics for success and timeline.

FIA works to build powerful site-based family, student and staff leadership and organizing for successful campaigns. FIA will convene and build the capacity of a site-based leadership team (one joint team for both sites) to lead the charter renewal campaign. FIA will partner with the school leads to engage and build the capacity of 15-20 parent and student leaders to engage in 6+ engagements with OUSD elected officials and community influentials. FIA will work with the site-based campaign lead team to recruit and train 100 community members and 5 community influentials to support the renewal hearing and decision.

DELIVERABLES

To ensure a successful partnership, FIA will…

- ☐ Develop and co-manage charter renewal project plan to track progress to goals (leadership development, outreach, internal engagement, external engagement)
- ☐ Provide content and materials for lead team trainings (power building principles, political landscape, engagement strategies) and Town Halls
- ☐ Provide Charter Renewal Tool Kit including resources and templates
- ☐ Co-facilitate Charter Renewal Lead Team (meet 2X month)
- ☐ Prepare of facilitators for Charter Renewal Town Halls (4)
- ☐ Provide capacity building and support for outreach and turnout for Town Halls, Public hearing and Determination hearing
- ☐ Provide coaching and capacity building with site leads (meet 2X month)
- ☐ Prepare agenda for monthly coordination meetings

To ensure a successful partnership, the school will*...

- ☐ Identify student, staff, family leaders
- ☐ Identify admin lead for renewal
- ☐ Identify site point person for renewal lead team who has capacity to:
    - ☐ conduct outreach with families, students and staff
    - ☐ conduct 1:1 to develop leadership
    - ☐ Meet with FIA organizer biweekly for support
    - ☐ dedicate 5-10 hours/week to the campaign
- ☐ Meet for monthly coordination with school admin lead, FIA organizer and lead.
- ☐ Complete deliverables
- ☐ Lead internal communications about charter renewal campaign
- ☐ Provide any desired stipend for staff lead
- ☐ Provide language translation for meetings and Town Halls
- ☐ Provide any desired refreshments for Lead Team meetings or Town Halls
- ☐ Provide transportation to charter renewal hearings.

*PLEASE NOTE: These are critical components that are necessary for a successful campaign. Lack of follow through or inconsistent participation will be flagged immediately to leadership to address in order to not jeopardize the quality or impact of the campaign.

TIMELINE

PHASE 1: **PLAN**	**TIME FRAME**: January 2026
☐ Develop campaign strategy for OUSD including goals and milestones	
☐ Develop school context including conducting initial 1:1s to get to know key stakeholders (admin, educators, parent leaders, youth leaders), mapping relationships and assets in relation to political context	
☐ Draft core messaging and identify messengers	
☐ Set up structures for ongoing progress monitoring, collaboration and communication	
☐ Recruit site-based campaign leadership team (8-10 admin/staff/parents/youth + site leads) to meet monthly	
☐ Launch coordination team (Lead Admin, Staff Lead, FIA Organizer & Lead)	

PHASE 2: **BUILD CAPACITY**	**TIME FRAME**: February 2026

☐ Recruit 20-30 leaders (parents, youth, educators, etc) to take the lead on research, outreach and engagements with key community and elected officials and influentials from OUSD
☐ Provide training including: • Power building principles • Develop and practice story of self • Build a power map • Campaign strategies and tactics (public speaking, 1:1s and research action meetings, etc) • Core messaging
☐ Convene site-based campaign leadership team, strategy team

PHASE 3: **IMPLEMENT, LEARN & ADJUST**	**TIME FRAME**: March - August 2026
☐ Implement campaign strategy, achieving 6+ parent/youth/educator-led research actions, site visits and engagements with OUSD elected officials and community influentials.	
☐ Provide follow up training as needed	
☐ Co-host Town Halls to engage school community	
☐ Co-facilitate biweekly site based charter renewal leadership team	
☐ Meet every 4 weeks as a strategy and coordination team	

PHASE 4: **SECURE VOTES**	**TIME FRAME**: September - October 2026
☐ Achieve commitments for 4+ votes for renewal	
☐ Support school staff to prepare for OUSD charter renewal public hearing and decision hearing turnout	
☐ Provide guidance on presentation narrative	
☐ Support with preparing public speakers and hearing rehearsals	
☐ Convene site-based campaign leadership team, strategy team	
☐ Meet every 4 weeks as a strategy and coordination team	

FEE

The FIA annual school membership is required at a rate of $15/student.
The scope of work for the Charter Renewal Engagement Campaign is for a fee of $20,000.
If an appeal to ACOE is necessary, an additional scope of work would be co-developed which would incur an additional fee of $10,000.

FEE

The FIA annual school membership is required at a rate of $15/student for a total of $18,960.

The scope of work for the Charter Renewal Engagement Campaign is for a fee of $20,000.

Payment 1: $18,960 due February 28, 2026
Payment 2: $20,000 due May 1, 2026
Total: $38,960

On behalf of AIMS K-12 College Prep Charter District (Public School/Network)

Signature Marco Menéndez Date 01/28/2026

Printed Name: Marco Menendez

Title Executive Director

On behalf of Families in Action for Quality Education

Signature Kimi Kean (Jan 26, 2026 13:21:07 PST) Date 01/26/2026

Printed Name Kimi Kean

Title CEO

FIA Oakland + AIMS K-12 College Prep Charter District Custom Services MOU 25-26

Final Audit Report 2026-01-28

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"FIA Oakland + AIMS K-12 College Prep Charter District Custom Services MOU 25-26" History

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Coversheet

Consulting Contract Proposal: Noah Bradley - Charter Petition Development for AIMS HS & AIMS MS

Section: IV. Non-Action Items
Item: A. Consulting Contract Proposal: Noah Bradley - Charter Petition Development for AIMS HS & AIMS MS
Purpose: Discuss
Submitted by:
Related Material: AIMS Charter Renewal Overview.pdf

AIMS Charter Renewal Overview

Process, Timeline, and Costs

1. Context

AIMS is entering a high-stakes renewal cycle for two schools concurrently. OUSD staff applies rigorous, data-heavy standards that require a submission demonstrating legal and fiscal compliance, operational soundness, effective governance, and clear evidence of student outcomes, including academic performance and growth.

- **Requirement:** Submit a complete renewal package that aligns academic, operational, and governance narratives with fiscal modeling and state-verified performance data.

- **Objective:** Position the schools as strongly as possible for a full-term renewal by mitigating risks related to data discrepancies, governance gaps, or technical omissions.

2. Timeline (March – November)

This timeline will get us to a July submission deadline.

Phase	Months	Primary Activities
I. Setup	Feb – Mar	Set up the renewal project plan and timeline; clarify roles and responsibilities; audit prior charters to identify rewrites versus updates; confirm data requirements; and align scope.
II. Drafting	April – June	Draft renewal petition Elements 1–15 in phases; conduct leadership interviews for the Performance Report narrative; coordinate with the data team to produce, validate, and interpret required data tables; begin red-line tracking; and align narrative claims with available evidence as drafts develop.
III. Finalization	June – July	Final red-line tracking; review and assemble the complete renewal package; ensure internal consistency across petition, performance report, data, and financial materials; and submit via Epicenter.
IV. Review & Decision	Sept – Nov*	District site visits; prepare for initial public hearing; review and respond to the District staff report; prepare for the deliberation hearing.

**Phase IV timing is determined by OUSD. A July submission triggers a 60–90-day review window; final Board action is scheduled at the District's discretion.*

3. Required Deliverables (Per School)

A complete submission package for each site includes:

- **Renewal Petition:** Narrative Elements 1–15 incorporating verbatim District Required Language (DRL).
- **Red-Line Copy:** A technical version tracking all changes from the prior approved petition.
- **Performance Report:** Required narrative section supported by data tables and Verified Data exhibits.
- **Financial Packet:** (Produced by AIMS; Consultant ensures completeness and alignment). Includes 3-year operating budget and multi-year projections.
- **Hearing Materials:** Presentation decks and response briefs for the Board of Education hearings.

4. Tiered Consultant Packages

Tier 1: Renewal Program Management ($39,200)

Provides full project management, package assembly, and drafting of the full renewal petition (Elements 1–15), including executive summary, appendices, and assurances. The consultant assembles the complete package, manages revision cycles, and ensures the submission is complete and internally consistent. AIMS remains responsible for drafting the Performance Report narrative and for hearing preparation. Best for teams that want to offload petition drafting and coordination but retain ownership of performance storytelling and district-facing defense.

Tier 2: Renewal Writing & Synthesis ($51,200)

Includes everything in Tier 1 and adds consultant authorship of the Performance Report narrative. The consultant takes responsibility for drafting and revising the full petition (Elements 1–15), producing the Performance Report narrative, and integrating that narrative with required data exhibits. Best for teams that want the consultant to lead petition and performance writing while retaining internal ownership of data analysis and hearing preparation.

Tier 3: Renewal Strategy & Defense ($62,700)

Includes everything in Tier 2 and extends support into the district review and hearing phase. The consultant leads data storytelling, ensures narrative-financial alignment, drafts public hearing materials, and supports responses to the District staff report and preparation for the deliberation hearing. This tier is designed to minimize internal burden and manage renewal risk through submission, review, and Board decision.

Cost Breakdown

Service Component	Cost (1 Site)	Cost (2 Sites)	Tier 1: Program Manager	Tier 2: Docs & Synthesis	Tier 3: Strategy Lead
Project Management					

Master Timeline, Deliverable Tracking & Package Assembly	$3,000	**$3,200**	✓	✓	✓
Drafting & Writing					
Elements 1–3 (Vision & Program)	$12,000	**$18,000**	✓	✓	✓
Elements 4–15 (Operations & Legal)	$12,000	**$14,000**	✓	✓	✓
Executive summary, appendices, assurances, etc.	$2,000	**$2,000**	✓	✓	✓
Performance Report Narrative	$6,000	**$12,000**	—	✓	✓
Data Analysis & Storytelling	$2,500	**$3,500**	—	—	✓
Reviews & Alignment					
Revision Cycles	$2,500	**$3,000**	✓	✓	✓
Hearing & Defense Support					
Staff Report Response /Public Hearing Deck (Drafting)	$4,000	**$7,000**	—	—	✓
Site-visit prep and consultation	$2,000	**$2,500**	—	—	—
TOTAL FOR BOTH SCHOOLS			**$39,200**	**$51,200**	**$62,700**

Note: *Per-site costs are shown for reference only to illustrate scope and effort. Services are offered as a bundled two-school engagement, and total pricing reflects efficiencies from shared planning, drafting, and coordination across both schools.*