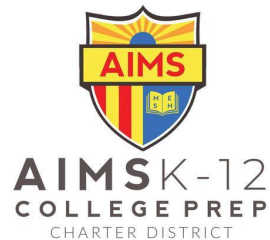


AIMS K-12 Operations

Reporting Period May 2021

Marisol Magana, Operations Director
Tiffany Tung, Operations Manager



Introduction

This slide deck contains information about the Operations department. It will not be read to the board. In the interest of time, the board will receive this presentation in advance, and will have questions ready for the coordinator. The Director or designee may take a short time to highlight any items that may be of specific interest to the board.

Highlights I Want The Board To Know

Reporting

- Supported Sited with Expanded Learning Opportunity Grant Plan
- Submitting school surveys for School Reopening Status
- Continue working on Federal Program Monitoring (FPM)
- Started working on end of year reporting - CALPADS
- Support in gathering documents for audit

Facilities & Maintenance

- Working with Office of Charters for an in lieu agreement for Lakeview Campus
- Supporting high school with some renovation items

Food Service Program

- Reviewing lunch service guidelines for school lunch service
- Started in person meal distribution
- 5-day meal kits will continued to be served Mondays for distance learners
- Will hold 2nd Wellness Meeting in May and 3rd in June

The established Technological Plan for Determining Daily Attendance K-12

Attendance will be completed online through our Student Information System (SIS) PowerSchools.

PowerSchool is a student information system, used to record and track student records, including grades and attendance. This system allows educators and administrators to effectively and conveniently manage student records.

PowerSchool stores our attendance, grades, student demographics, contact information, which syncs federal and state information to CALPADS.

- Attendance codes have been created to differentiate online and in person instruction.
- Attendance engagement training was held for all teachers to ensure attendance engagement is completed accurately.
- PowerSchool Logins have been provided to all teachers and staff that will be responsible for attendance.
- Attendance is taken by teachers. Administrative Assistance/Attendance Clerks confirm that attendance is submitted daily and on time.
- Laptops were distributed to all teachers to ensure technology needs were met to ensure daily attendance can be taken.
- Weekly and monthly attendance audit will be reviewed and signed electronically by all teachers taking attendance.

ADA Attendance Results for Elementary, Middle, and High for April/May

	School Days 4/17/21 to 4/30/21 (10 Days)	School Days 5/1/21 to 5/14/21 (9 Days)
Elementary - 433	98.08%	96.77%
Middle - 459 239 +	97.31%	95.33%
High School - 443	96.07%	95.71%

The Documentation Employed to Determine the Qualitative and Quantitative Effectiveness of The Plan Employed to Determine Daily Attendance K-12

- We are using our student information system (SIS)- PowerSchool to ensure that attendance is taken correctly and on a timely matter.
- **Effectiveness and Daily Accountability:** Admin staff checks that teachers are submitting attendance on time if they do not they email the teachers to ensure that they complete their attendance in a timely matter.
- **Self Assess and Analyze Data:** If a student is marked absent - parents are called to determine why that student is absent.
- **Outcome & Goal:** to reduce chronic absent students during this time of virtual learning, educate students/families on the importance of attendance and supporting families w/ potential barriers to daily school attendance.

Describe the Issues/Concerns and Resolution That Emanated From The Documentation and Online Communication

Issues/Concerns:

- **Due to distance learning, attendance may not be completed in a timely manner**
- **Internet connectivity may be problematic for teachers and students**

Resolution/Action Plan Addressing Concerns:

- 1. Attendance checklist was created for teachers and staff**
- 2. Attendance audits are reviewed by administrative staff to ensure attendance is accurate.**
- 3. Laptops have been distributed to students**