

AIMS K-12 College Prep Charter District

AIMS College Prep Elementary (K-8)

AIPCS II

171 12th St | Oakland | CA 94607

E elementary@aimsk12.org

T 510-893-8701

F 510-893-0345

www.AIMSK12.org

AIMS College Prep Middle School (6-8)

Formerly known as AIPCS

171 12th St | Oakland | CA 94607

E middleschool@aimsk12.org

T 510-893-8701

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AIMS College Prep High School (9-12)

Formerly known as AIPHS

746 Grand Ave | Oakland | CA 94610

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AIPCS II / AIMS Corrective Action Plan Dashboard




Report #1 - January 16, 2024




Prepared by AIMS CAP Advisory and Monitoring Committee




AIMS has taken a proactive and transparent approach to responding to the CAP, by assembling a dedicated committee of highly qualified individuals who not only possess expertise in their respective fields but also maintain a solid connection to both AIMS and the broader OUSD community. The primary purpose of this committee is to foster open and genuine feedback, while actively monitoring AIMS' progress, addressing OUSD's concerns, and facilitating corrective actions as necessary. The CAP Advisory and Monitoring Committee shall review all CAP updates/reports, provide an analysis of the findings, and make any commendations or recommendations to the AIPCS II Governing Board prior to their approval of the report and subsequent submission to OUSD. This commitment to oversight, transparency, and stakeholder engagement underscores AIMS' dedication to creating an inclusive, compliant, and thriving educational environment that benefits the entire Oakland community, ultimately reinforcing trust and accountability in the educational processes and outcomes of AIMS charter schools. (For a complete list of CAP Advisory Committee Members, see Exhibit A.)



AIMS Commitment


AIMS reiterates its commitment to working collaboratively with OUSD. We genuinely want to provide quality education for all students, and we do not waive any legal rights. We are dedicated to addressing concerns in a timely manner and expect that we will be notified in writing of any questions or concerns that OUSD, the Office of Charter Schools, or OUSD Board of Directors may have related to our CAP. Together, we may continue to improve the educational experience for all Oakland students.

OUSD Considerations	AIMS Corrective Action	Start Date and Person(s) Responsible	Evidence-based Progress Monitoring* (Feb. 1, 2024)	Evidence-based Progress Monitoring** (May. 1, 2024)	Evidence-based Progress Monitoring*** (Aug. 1, 2024)
1) AIPCS II Governing Board formally acknowledges these violations	Acknowledge concern, violation and commit to corrective action.	10/15/2023 Governing Board oversight ongoing			
2) AIPCS II Governing Board adopts a Comprehensive School Safety Plan and whether that School Safety Plan incorporates meaningful community input from first responders, staff, and family members	Assigned to Director of Health & School Support Services Director of Schools to establish a dedicated Safety and Preparedness Team, including the AIMS Facilities Coordinator (Team Leader), Director of Schools, school site administrators, teachers, family members, first responders, and student representatives selected from student government leaders to develop comprehensive school safety plans for each school. All plans will be approved by the AIPCS II Governing Board and shall include staff training, monthly drills, off-site evacuation, and internal and external communication protocols. AIPCS II shall work closely with local authorities to conduct periodic safety inspections and to ensure that they have ready access to all updated plans in a timely manner.	11/16/23 Supt. Ombudsman Governing Board Oversight Shall be monthly until completed. Quarterly thereafter			
3) AIPCS II leadership responds to, tracks, and reports complaints to the AIPCS II Governing Board and to OUSD	The AIPCS II UCP Process, forms and reporting shall be overhauled and all staff retrained. UCP information will be posted on the main website, at all school sites, and at AIPCS II main office. AIPCS II will adopt a district-wide systems approach that includes tracking, time/date stamp, automated push notification, clear investigation steps, identifying the person(s) responsible, etc. UCP shall also include a communication plan for responding and following through with the complainant, reporting to AIPCS II Governing Board, and to OUSD in a timely manner. All staff shall participate in mandated training yearly that addresses state and federal laws and regulations governing UCP, including unlawful	11/16/2023 Supt. Ombudsman Governing Board oversight shall be monthly until new systems, procedures and processes are completed. Three times per year			

	discriminatory harassment and intimidation, reporting guidelines, process, standards for reaching decisions, and appropriate corrective measures.	thereafter			
4) AIPCS II Governing Board monitors complaints	AIPCS II Governing Board shall identify monitoring complaints as a goal area for the Superintendent. Information regarding new complaints (including type) and complaint resolution shall be reported to the Board by the Superintendent monthly.	09/27/2023 Governing Board monitoring and oversight - monthly			
5) Type and volume of complaints regarding AIPCS II	AIPCS II Governing Board shall identify monitoring complaints as a goal area for the Superintendent. Superintendent, or designee, shall utilize a digital system to track type and volume. AIPCS II shall communicate with OUSD regarding the timeline for resolution and corrective actions for any/all complaints submitted directly to them and reported to AIPCS II. Cumulative Information (year-to-date) regarding type and volume of complaints, complaint resolution vs. open complaints, and corrective actions shall be reported to the Board by the Superintendent at least quarterly.	11/16/23 Governing Board monitoring and oversight - quarterly			
6) AIPCS II leadership implements its latest HR system and how the AIPCS II Governing Board monitors this implementation	Provide a demonstration of the HR system and its capabilities with the vendor and the AIPCS II Governing Board and OUSD personnel to promote a deeper understanding of the systems capabilities, and/or limitations, as well as providing an opportunity to clarify any questions and inspect processes and controls. The demonstration shall also clarify the role and responsibilities of AIPCS II to ensure that implementation and utilization of the system is seamless and meets all state and federal employment and labor laws. AIPCS II Governing Board shall also explore the need to hire/designate a staff member to serve as the HR Specialist to respond to any questions, support staff, and represent AIPCS II in matters related to HR, i.e., fair labor practices, equitable hiring practices and compliant interview questions and process, employee wages, employee benefits, monitoring credentialing, and confidentiality and protection of employee information, etc.	January 2024 Supt. Ombudsman Governing Board monitoring and oversight - quarterly			

<p>7) AIPCS II Governing Board examines the need for a change in AIPCS II leadership</p>	<p>AIPCS II Governing Board shall conduct an annual superintendent evaluation, with a mid-year progress report to identify and communicate any areas of concern where additional resources or support may be needed or if performance is not meeting Board expectations, per contract. New goals will be established that align with current priorities and actions identified in the CAP, with a continued emphasis on prioritizing exemplary student experiences and academic outcomes. The Governing Board shall assign an executive coach, management support, or leadership training at their discretion.</p>	<p>January 2024</p> <p>Governing Board monitoring - ongoing</p>			
<p>8) Credentialing information and vacancies for every class at AIPCS II for the 2023-24 school year</p>	<p>AIPCS II Governing Board shall be provided a comprehensive staff report that identifies the number of positions occupied by fully credentialed staff, open positions, misassignments, provisional internship permits (PIPs), short-term staff permits (STSPs), waivers, and vacancies. This information shall be tracked and reported to the governing board monthly and shall include information on how any misassignments and vacancies are being addressed, as well as teacher recruitment and retention efforts. AIPCS II will verify and adhere to current regulations, policy and procedures for reporting credentialing information in a timely manner to meet state compliance requirements.</p>	<p>October 2023</p> <p>Supt.</p> <p>Ombudsman</p> <p>Governing Board monitoring - monthly</p>			
<p>9) The results of a nationally recognized Culture and Climate survey distributed to all staff and a memo outlining AIPCS II's takeaways and action steps moving forward</p>	<p>AIPCS II shall identify and utilize reliable culture and climate survey tools for staff, students, and family to measure and provide input on school culture and climate perceptions for each group. The data will be disaggregated for each school and will provide valuable feedback to inform improvement efforts. The survey results shall be reported to the AIPCS II governing board and executive leadership shall identify targeted actions and steps to promote improvement. AIPCS Governing Board members may also utilize survey information to conduct strategic listening forums to gather additional information regarding resources and support that may be valuable.</p>	<p>January 2024</p> <p>Supt.</p> <p>Ombudsman</p> <p>Governing Board monitoring - Three times per year</p>			

<p>10) AIPCS II leadership develops and implements a meaningful plan to serve all students who wish to attend, particularly students with disabilities</p>	<p>Increase advertising and marketing to lower income or otherwise historically underserved student populations and/or communities. Utilize a lottery system to ensure equitable access and support to all students that wish to attend. Incorporate language and visuals in all marketing materials and information on the website that reflects a diverse population of students and provides detailed information on specific supports and services that may need to be provided to satisfy IEP goals, or other specialized services for student success. Clearly communicate and train all staff, especially those in charge of student enrollment and registration, on regulations and expectations when providing registration information, additionally, make sure that they are fully aware that support and services are available for students with disabilities.</p>	<p>January 2024 Supt. Ombudsman Governing Board monitoring monthly during open enrollment and registration</p>			
<p>11) AIPCS II is complying with the requirements of IDEA, including its Child Find obligations, and is appropriately serving all students with disabilities according to their IEPs. The means by which AIPCS II is attempting to achieve a balance of special education pupils that is reflective of the general population residing in the area, pursuant to Education Code 47605.6 (b)(5)(iii)(H).</p>	<p>AIPCS II Governing Board and Executive Leadership desire to support and serve all students. With that said, we recognize that Child Find for IDEA requires public agencies to implement policies and procedures ensuring that all children with disabilities, who need special education and related services are identified, located, and evaluated, regardless of the severity of the disability. AIPCS II shall evaluate current policies, practices, procedures and data as it pertains to our Child Find protocols and serving students with disabilities in general, and ensure that we have a clear process in place and that it is being implemented appropriately. We shall consult with El Dorado SELPA and other reliable sources to determine what action steps should be taken to ensure full compliance with all IDEA requirements.</p> <p>Target advertising and marketing to historically underserved student populations and/or communities and train staff on how to appropriately communicate with families inquiring about special education services.</p>	<p>11/16/23 Supt. Ombudsman Governing Board monitoring - monthly</p>			

<p>12) Demographics of the students to enroll in AIPCS II, particularly during the school year and outside of the annual enrollment process</p>	<p>AIPCS II shall collect and evaluate student demographic data starting with the beginning of the school year and continuing monthly to monitor demographic information for the registration period, and throughout the year. The data analysis will provide information to inform student recruitment and marketing and communication efforts. We will also be able to identify any patterns or trends that we might need to respond to improve school/program advertising and marketing, the enrollment process, and ensure equitable access to forms and support in completing registration. The data analysis may also assist us in identifying any barriers that may exist for families interested in enrolling, i.e., language barriers or transportation.</p>	<p>11/16/23 Supt. Ombudsman Governing Board monitoring - quarterly</p>			
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NOTE: Progress monitoring updates timeframe align with the dates requested by OUSD: *report progress through December 31, 2023 by February 1, 2024; **report progress through March 31, 2024 by May 1, 2024; and ***report progress through June 30, 2024 by August 1, 2024. All updates have been presented to, and approved by, the AIPCS II Governing Board prior to submission to OUSD.



Work in Progress - Examining systems, processes, data, and practices.



Evaluating organizational options for change to improve systems, processes, and practices.



Evidence and data evaluated show that the corrective actions have been satisfactorily met and are sustainable.

Exhibit A

AIMS CAP Advisory and Monitoring Committee Membership

Role	Name	Background
CAP Committee Chairperson	Dr. Michele Bowers	- CEO, Vital Educational Leadership and President, California Association of African American Superintendents and Administrators (CAAASA) - Retired California Superintendent (10 years)
Administrator from AIPCS II	HOA Axia Vang K-5 Dean Andrew Hampton K-5 HOA Zubida Bakheit 6-8 Dean Mikael Wooten 6-8	- Site Administrators
Superintendent	Maya Woods-Cadiz	- AIMS Superintendent : Previous OUSD Administrator
Office of Academics and Data	Christopher Ahmad	- AIMS Academics and Data Director
Chief Business Office	Katema Ballentine	- AIMS CBO - Previous OUSD Financial Officer
Department of Special Education	Deborah Woods	- AIMS Special Education Director
Office of Compliance	Tiffany Tung	- AIMS Compliance Director
Board Member	Dr. Jaime Colly	- CCSA Northern California Vice President - AIMS Parent - AIMS Board Member
Board Member	Chris Edington	- AIMS Board President
Office of School Support	Marisol Magana	- AIMS School Safety and Support Director
Office of The Ombudsman	Eric Haar	- AIMS Ombudsman - Former OUSD Employee, Department of HR
Office of the Ombudsman	Delicia Moghadam	- AIMS Human Resource and Employee Support Coordinator
Office of Schools Monitoring and Achievement	Natalie Glass	- AIMS Director of Schools
	Suzanne Garrett	- Credential Specialist
	Suzen Chu	- AIMS Director of Marketing
	Christina Jordan	-AIMS Finance Manager
	Julia Li	- AIMS Special Education Manager
Independent Advisor	Dr. Marco Durazo	- CCSA Managing Director, Bay Area Local Advocacy
Independent Advisor:	Lars Jorgensen	- Chief of Staff, Highlands Community Charter and Technical Schools - Previous OUSD Director of Student Enrollment
Independent Advisor	Alison Rose	- Educational Consultant, SELPA Program Coordinator, El Dorado Selpa - Director of Student Services, BayTech - School Psychologist - OUSD Special Education Teacher
Independent Advisor	Isaac Kos-Read	- AIMS Parent

