



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

Submitter Information

Full Name: Tiffany Tung
Position/Title: Director of Program Compliance
Department: Department of Program Compliance
Date of Submission (MM/DD/YYYY): 4/8/2024

Item Details

Title of Item: Ombudsperson Job Description
Is this item a: New Submission
 Renewal
If Renewal: Please summarize any changes from the previous submission:
Annual job description audit

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:
Will need to be reviewed by governance committee
If no: Explain why:
Board meeting is future date 4/16/2024

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: \$ N/A
Is this expenditure included in the annual budget?
 Yes No
Please specify in which plan this expense is indicated:
 SPSA LCAP Other: _____