

AIMS K12 College Prep Charter School

Board of Education Executive Memo

Date: September 4, 2024

To: AIMS K12 College Prep Charter School Board Members

Subject: Overview of Complaint Procedures and Enforcement of Policy Amendments

Executive Summary:

This memo outlines the AIMS Board's commitment to enforcing policy amendments regarding complaint procedures, ensuring compliance with recent legal developments, and integrating recommendations from Lozano Smith Publication. The Board actively reviews current policies to identify any gaps or areas lacking completeness and implement amendments to address these issues. The Board has set policy to ensure that the superintendent or designee is responsible for executing these procedures effectively.

Review and Enforcement Clause:

The AIMS Board reviews all current policies to identify any gaps or areas lacking completeness. Where policies are found to be nonexistent or incomplete, these amendments fill those voids, thereby rendering them current and comprehensive. The Board is committed to enforcing these policies to ensure full compliance with applicable educational laws and best practices. The superintendent or designee is tasked with implementing and overseeing these procedures.

Key Points:

Differences Between Williams and UCP:

- Williams Complaint Procedures:
 - The AIMS Board enforces the flexibility of these procedures, ensuring they remain less structured compared to UCP.
 - The Board focuses on addressing specific educational resource deficiencies, such as textbooks and facilities, without requiring specific categories in findings letters and investigative reports.
 - Uniform Complaint Procedures (UCP):
 - The Board enforces the structured nature of UCP, requiring specific categories in findings letters and investigative reports.
 - UCP covers a wide range of issues, including harassment, discrimination, bullying, and intimidation based on protected characteristics. It has a specified appeal process to the California Department of Education.
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Recent Developments:

- Title IX Regulations:
 - The superintendent or designee assesses complaints to determine whether they meet new Title IX requirements and enforces appropriate procedures, ensuring compliance with these regulations.

- Library Books Law (AB 1078):
 - The Board revises policies to hold board members and superintendents accountable for discriminatory acts related to the curriculum, allowing direct appeals to the state superintendent.
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Recommendations from Lozano Smith Publication:

- Focus on Alleged Conduct:
 - The Board enforces the identification of alleged conduct and the identity of the complainant to determine the applicable procedure and the group being protected.
 - Investigation Steps:
 - The Board ensures that investigations are initiated promptly, ideally before specific procedures are enacted, and completed within 30 to 60 days.
 - Appeal rights involve the superintendent or designee and may extend to the governing board.
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Conclusion:

The AIMS Board is committed to enforcing these amendments to align our policies with current educational laws and best practices, ensuring effective complaint handling, protection of rights, and transparency. The Board has set policy to ensure the superintendent or designee is responsible for implementing these procedures. We thank Lozano Smith Publication for their valuable advice on these updates.

Action Items:

- The Board reviews and updates policies to reflect recent developments and enforce compliance.
 - The superintendent or designee ensures staff training on complaint procedures and the importance of timely investigations.
 - The Board monitors the implementation of new Title IX regulations and Library Books Law (AB 1078) to ensure district compliance.
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This memo reflects the AIMS Board's proactive approach to maintaining a compliant and effective complaint resolution process, with clear accountability for implementation.

Vote to accept amendments in accordance with Lozano Smith publications recommendations.

Yes ____

No ____

Abstain ____

Date _____

