

APPROVED



## AIMS K-12 College Prep Charter District

### Minutes

#### Finance Committee Meeting

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**Date and Time**

Thursday November 1, 2018 at 6:00 PM

**Location**

171 12th Street Oakland Ca, 94607

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**Committee Members Present**

C. Edington, C. Thompson, K. Ballentine, M. Woods-Cadiz

**Committee Members Absent**

*None*

**Committee Members who arrived after the meeting opened**

K. Ballentine

**Committee Members who left before the meeting adjourned**

K. Ballentine

**Guests Present**

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Alma Morales, Brian Wilson, Kaitlin Short, Lewis Letang, M. Magana, M. Taylor, Maurice Williams

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## **I. Opening Items**

### **A. Call the Meeting to Order**

C. Edington called a meeting of the Finance Committee of AIMS K-12 College Prep Charter District to order on Thursday Nov 1, 2018 at 6:00 PM.

### **B. Record Attendance and Guests**

### **C. Public Comment on Agenda Items**

## **II. Agenda Items**

### **A. Discussion regarding Urban League MOU**

Item has been Tabled and will be added to as an Action- Item at the next scheduled Board Meeting

K. Ballentine arrived.

### **B. Discussion regarding BACR Financial Update**

Ms. Marisol Magana informed the Board that the BACR program is currently in a deficit to the amount students signed up for the BACR program.

Several solutions were offered to correct the deficit, including fund raising, staff augmentation, and requesting contributions from AIMS Division Heads.

The Finance Committee requests that SCC be involved and approve a solution to this issue. An LCAP revision may need to take place before this can move forward.

### **C. Discussion regarding Approval for AIMS P.O. over \$8,000**

The Finance Committee has approved this item to be added to the Consent Calendar at the next scheduled Board Meeting.

M. Magana arrived.

### **D. Discussion regarding Credit Card Use**

Further discussion is needed on this item, it will be added to the next scheduled Finance Committee.

"Statement prepared by Director Edington to explain credit card usage during July - September to be added"

### **E. Discussion regarding Pre-approved Vendor's List Update**

Finance Committee approved item -

Katema will provide script for this item

Finance Committee Assignments:

M.Taylor - Send Board Excel Spreadsheet created by Ms. Katema Ballentine.

**F. Discussion regarding HR Personnel Report**

Item removed from Finance Committee agenda, Committee decided this report is not needed for the Finance Committee's review.

K. Ballentine left.

**G. Discussion regarding Teachers on Reserve (TOR) Service Contracts**

The Finance Committee approves of this Item to be added to the Consent Calendar at the next scheduled Board Meeting as long as the contract meets AIMS approved guidelines.

Finance Committee Assignments:

M.Taylor - Send Mr. Letang the Contract Guidelines discussed during the last Finance Committee Meeting.

L. Letang - Have a plan for renegotiating contract to meet AIMS approved Contract Guidelines.

A. Morales - Confirm if we are currently using Teachers on Reserve.

**H. Discussion regarding 2019 Kaiser Contract - Effective December 1st, 2018**

Mr. Brian Wilson, Benefits Coordinator and Kaitlin Short, Client Care Specialist attended meeting to present updates that have been made to the Benefits Package. The Finance Committee reviewed the increase in the plan rate and the cost per individual employee to be sure AIMS is remaining competitive. The Finance Committee expressed interest to Mr. Wilson, in having Kaiser provide additional services for the students. Mr. Brian Wilson will provide contact information for AIMS to make the request.

Finance Committee Assignments:

M. Taylor - Send Board Calendar to Mr. Brian Wilson, and additional Kaiser contacts provided by Director Edington.

**III. Closed Session**

**A. Public Comment on Closed Session Items**

No public comments made.

**B. Recess to Closed Session**

Recess to Closed Session @ 7:56 PM

**C. Reconvene from Closed Session**

Reconvene from Closed Session @ 7:58 PM

**D. Report from Closed Session**

The Finance Committee has nothing to report at this time.

**IV. Closing Items**

**A. Items For Next Agenda**

Discussion regarding Credit Card Use

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:49 PM.

Respectfully Submitted,  
M. Taylor

**C. NOTICES**