

APPROVED



# AIMS K-12 COLLEGE PREP CHARTER DISTRICT

## AIMS K-12 College Prep Charter District

### Minutes

#### Governance Committee Meeting

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##### **Date and Time**

Thursday September 11, 2025 at 4:30 PM

##### **Location**

171 12th Street, Oakland, CA 94607

Members of the public, staff, and faculty may join virtually at:

Join Zoom Meeting

<https://us02web.zoom.us/j/6614266860?pwd=czlxWTUwZlZ5Zm41QkhsVXFMTDI3dz09>

Meeting ID: 661 426 6860

Passcode: Pu2kiv

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One tap mobile

+12532050468,,6614266860#,,,,\*071330# US

+12532158782,,6614266860#,,,,\*071330# US (Tacoma)

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Meeting ID: 661 426 6860

Passcode: 071330

Find your local number: <https://us02web.zoom.us/j/6614266860>

AIMS does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Ahsjanae Hutchings has been designated to receive

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#### **Committee Members Present**

J. Colly (remote), J. Hinton, K. Kean (remote), M. Menendez, M. Sweet (remote)

#### **Committee Members Absent**

*None*

#### **Guests Present**

A. Hutchings, T. Tung (remote)

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### **I. Opening Items**

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

K. Kean called a meeting of the Governance Committee of AIMS K-12 College Prep Charter District to order on Thursday Sep 11, 2025 at 4:42 PM.

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

#### **C. Adoption of the Agenda**

M. Menendez made a motion to Adopt the Agenda with amendments: - Agenda item C moved to Non-Action Items. - Action item B moved to the Finance Agenda.

J. Colly seconded the motion.

The committee **VOTED** to approve the motion.

#### **D. Public Comments on Agenda Items**

#### **E. Public Comments on Non-Agenda Items**

### **II. Approve Committee Meeting Minutes**

#### **A. Governance Committee Meeting Minutes: 8/26/25**

J. Colly made a motion to approve the minutes from Governance Committee Meeting on 08-26-25.

M. Menendez seconded the motion.

The committee **VOTED** to approve the motion.

##### **Roll Call**

M. Menendez Aye

J. Hinton Aye

J. Colly Aye

M. Sweet Abstain

K. Kean Aye

### **III. Action Items**

#### **A. Job Descriptions**

M. Sweet made a motion to Motion to elevate Item A to a full action item for the board meeting.

J. Hinton seconded the motion.

The committee **VOTED** to approve the motion.

#### **B. Title III MOU 25-26**

Moved to Finance Agenda

#### **C. Organization Chart Adjustments**

Non-Action Item

#### **D. Proposed Remote Work Guidelines**

Marco proposed changes to the remote work guidelines, suggesting a gradual transition to requiring all staff to work on-site at the 12th Street campus five days a week. During discussions with the board, both the pros and cons of this proposal were considered. The board emphasized prioritizing student-facing roles initially.

### **IV. Non-Action Items**

#### **A. Governance Work Plan**

The proposed Bylaw changes will be addressed by Kimi, Jaime, and Ahsjanae, and presented to the board for action during the upcoming board meeting. Additionally, board goals and the Executive Director's evaluation will be discussed further by the board at the meeting.

### **V. Closed Session**

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

**B. Recess to Closed Session**

The board did not recess to closed session

**VI. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:03 PM.

Respectfully Submitted,  
K. Kean

**B. NOTICES**