

APPROVED



# AIMS K-12 COLLEGE PREP CHARTER DISTRICT

## AIMS K-12 College Prep Charter District

### Minutes

#### AIMS Board Meeting

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#### Date and Time

Tuesday November 18, 2025 at 5:00 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

requests for disability-related modifications or accommodations in order to enable individuals with disabilities to participate in open and public meetings at AIMS. Please notify Ahsjanae Hutchings at (510) 504-6898 at least 24 hours in advance of any disability accommodations being needed in order to participate in the meeting.

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#### **Directors Present**

J. Hinton, K. Kean, M. Menendez, M. Sweet, S. Leung, T. Lacsado

#### **Directors Absent**

*None*

#### **Directors who arrived after the meeting opened**

J. Hinton

#### **Guests Present**

A. Hutchings (remote), S. Chu

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### **I. Opening Items**

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

K. Kean called a meeting of the board of directors of AIMS K-12 College Prep Charter District to order on Tuesday Nov 18, 2025 at 5:00 PM.

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

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

K. Kean made a motion to Adoption of the agenda.

M. Sweet seconded the motion.

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

#### **Roll Call**

M. Sweet     Aye

S. Leung     Aye

K. Kean     Aye

**Roll Call**

T. Lacsado Aye  
J. Hinton Absent  
M. Menendez Aye

**D. Public Comment on Agenda Items**

J. Hinton arrived.

**E. Public Comment on Non-Agenda Items**

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**II. Approve Board Meeting Minutes**

**A. AIMS Board Meeting: Minute Approvals 10/14/2025**

K. Kean made a motion to approve the minutes from AIMS Board Meeting on 10-14-25.

M. Sweet seconded the motion.

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

**Roll Call**

J. Hinton Aye  
S. Leung Aye  
T. Lacsado Aye  
K. Kean Aye  
M. Sweet Aye  
M. Menendez Aye

**B. 6/16/25**

M. Sweet made a motion to approve the minutes from AIMS Board Meeting on 06-16-25.

S. Leung seconded the motion.

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

**Roll Call**

T. Lacsado Aye  
M. Sweet Aye  
K. Kean Aye  
S. Leung Aye  
M. Menendez Aye  
J. Hinton Aye

**C. 6/11/25**

M. Sweet made a motion to approve the minutes from AIMS Special Board Meeting on 06-11-25.

S. Leung seconded the motion.

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

**Roll Call**

M. Sweet Aye  
T. Lacsado Aye  
J. Hinton Aye  
K. Kean Aye  
S. Leung Aye  
M. Menendez Aye

**D. 4/29/25**

M. Sweet made a motion to approve the minutes from AIMS Special Board Meeting on 04-29-25.

S. Leung seconded the motion.

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

**Roll Call**

M. Sweet Aye  
S. Leung Aye  
J. Hinton Aye  
T. Lacsado Aye  
K. Kean Aye  
M. Menendez Aye

**E. 4/15/25**

M. Sweet made a motion to approve the minutes from AIMS Board Meeting on 04-15-25.

S. Leung seconded the motion.

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

**Roll Call**

T. Lacsado Aye  
M. Sweet Aye  
J. Hinton Aye  
S. Leung Aye  
K. Kean Aye  
M. Menendez Aye

**F. 3/27/25**

M. Sweet made a motion to approve the minutes from AIMS Special Board Meeting on 03-27-25.

S. Leung seconded the motion.

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

**Roll Call**

J. Hinton Aye  
M. Menendez Aye  
T. Lacsado Aye  
K. Kean Aye

**Roll Call**

S. Leung Aye

M. Sweet Aye

M. Sweet made a motion to approve the minutes from AIMS Special Board Meeting on 03-27-25.

S. Leung seconded the motion.

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

**Roll Call**

J. Hinton Aye

M. Menendez Aye

K. Kean Aye

M. Sweet Aye

S. Leung Aye

T. Lacsado Aye

**III. Reports**

**A. Executive Director Memo**

ED provided updates including AIMS 30th Anniversary Mural Project (Suzen Chu)

**B. ACOE MOU Progress Update / Report**

Included Enrollment Board Report (Julia Li)

**C. Report on Vendor Contracts Q1**

Related to school year 2024-2025

**D. Complaints Update**

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**IV. Action Items**

**A. Election of Officers - Nominations and Vote**

T. Lacsado made a motion to Unanimous. Pause and come back at the next meeting.

K. Kean seconded the motion.

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

**Roll Call**

T. Lacsado Aye

J. Hinton Aye

K. Kean Aye

M. Sweet Aye

S. Leung Aye

M. Menendez Aye

## **B. Board Committee Assignments**

K. Kean made a motion to Hold until next meeting.

M. Sweet seconded the motion.

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

### **Roll Call**

M. Sweet Aye

K. Kean Aye

T. Lacsado Aye

M. Menendez Aye

S. Leung Aye

J. Hinton Aye

## **C. School Calendar Amendment — Rename “Thanksgiving Break” to “Harvest Break”**

M. Sweet made a motion to Approve.

T. Lacsado seconded the motion.

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

### **Roll Call**

K. Kean Aye

M. Menendez Aye

S. Leung Aye

T. Lacsado Aye

J. Hinton Aye

M. Sweet Aye

## **D. Contracts & Extended Work Agreements**

M. Sweet made a motion to Approve.

K. Kean seconded the motion.

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

### **Roll Call**

S. Leung Aye

J. Hinton Aye

T. Lacsado Aye

K. Kean Aye

M. Sweet Aye

M. Menendez Aye

## **E. Budget Adjustments for FY 2025-2026**

M. Sweet made a motion to Approve.

K. Kean seconded the motion.

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

**Roll Call**

K. Kean        Aye  
S. Leung       Aye  
J. Hinton       Aye  
T. Lacsado     Abstain  
M. Menendez Abstain  
M. Sweet       Aye

**F. Job Descriptions**

K. Kean made a motion to Approve.  
M. Sweet seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

M. Sweet       Aye  
J. Hinton       Aye  
M. Menendez Abstain  
T. Lacsado     Aye  
K. Kean        Aye  
S. Leung       Aye

**V. Non-Action Items**

**A. Board Report**

No update at this moment

**B. Governance Work Plan**

- Postpone until next meeting
- Board-led Community Engagement Framework
- Updating board manual & role descriptions
- Recruitment updates

**C. Special Education Annual Plan 2025**

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**D. SPED Board Report 11/25**

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**VI. Closed Session**

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

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**B. Recess to Closed Session**

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**VII. 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 7:00 PM.

Respectfully Submitted,  
K. Kean

**B. NOTICES**