
The minutes of the ACE Leadership High School Governing Council, Thursday, July 16, 2020 at 8:00 a.m., at the ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico. Due to the ongoing COVID-19 pandemic the meeting was conducted virtually.

Present: Ronda Gilliland-Lopez, Secretary
Anthony Kocurek, Governing Council Member
Crystal Medrano, Governing Council Member
Lon Freeman, Governing Council Member

Others Present: Justin Traeger, ACE Leadership High School
Ralph Gonzales, ACE Leadership High School
Dan Hill, Attorney, InAccord, P.C.
Angie Lerner, K12 Accounting

CALL TO ORDER

The meeting was called to order by Vice-Chair Gililand-Lopez at 7:42 a.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

The agenda was approved without any additions or corrections.

MINUTES

The minutes of the June 18, 2020, ACE Leadership High School Governing Council meeting were reviewed. Approval of the minutes were moved by Mr. Kocurek and seconded by Mr. Freeman. They were approved unanimously. The minutes of the May 21, 2020, ACE Leadership High School Governing Council meeting were reviewed. Approval of the minutes were moved by Ms. Medrano and seconded by Mr. Kocurek. They were approved unanimously.

APPROVAL OF BARS

There were no BARs to be approved.

FINANCE COMMITTEE REPORT

Ms. Lerner presented the finance committee report. She noted that June payments were higher due to multiple payrolls going through in June, and advance reading purchases made in June for the upcoming school year. She presented the check register and identified payments made since the last meeting. Ms. Lerner discussed closing out grants that have expired prior to the audit cycle. Revenues and expenditures were discussed. Account balance reporting was presented and discussed.

APPROVAL OF CASH DISBURSEMENTS

Ms. Angie Lerner presented this item. Mr. Freeman moved approval of the cash disbursements, and Mr. Kocurek seconded. It passed unanimously.

APPROVAL OF RE-ENTRY PLAN/HYBRID LEARNING PLAN/SAFETY PLAN

Mr. Traeger and Mr. Gonzales presented the item. Mr. Traeger discussed the remote learning plan that must be approved by PED. Mr. Traeger discussed ACE Leadership's declination of extending the school year, based on ACE Leadership's already extended day and a lack of funding available from the state. Mr. Traeger discussed the daily schedule for the upcoming year, and its impact on staffing. Mr. Kocurek discussed concerns regarding engaging students in the virtual environment. Mr. Traeger discussed the need to push for more accountability among staff and students as the pandemic continues and there is more of a shift to the virtual environment. Mr. Gonzales discussed safety plans for reentry. Mr. Kocurek discussed issues related to HVAC and the spread of COVID. The building's setup allows for a lot of air exchange, which should help mitigate spread. Mr. Gonzales and Mr. Kocurek also discussed the possibility of adding a UV system to the HVAC systems. Mr. Traeger noted that the building's large garage doors will be held open to account for greater airflow. Mr. Kocurek moved approval of the re-entry plans/hybrid learning plans/safety plans, and Ms. Medrano seconded. It passed unanimously.

APPROVAL OF FY20 INVENTORY

Mr. Gonzales and Ms. Lerner presented the FY20 inventory. Mr. Freeman asked regarding internal controls for the inventory, and Ms. Lerner discussed what controls are in place, including sign in and sign out procedures for equipment. Mr. Kocurek moved approval of the FY20 Inventory, and Mr. Freeman seconded. It passed unanimously.

DISCUSSION ON STANDARDIZING COMMITTEES

Mr. Traeger led the discussion. Mr. Traeger discussed creating a centralized document where committee assignments are maintained, and continuing the discussion at the strategic planning session in August.

CHAIRMAN'S REPORT

The Vice Chair presented the report. Discussion was had regarding planning the strategic planning meeting in August.

DIRECTOR'S REPORT

Mr. Traeger and Mr. Gonzales presented the Director's Report. Mr. Traeger provided an update regarding staffing, including the hiring of 3 project teachers. Professional development is to commence next week. Mr. Gonzales provided an update on the construction of portable buildings.

CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting will take place on August 20, 2020.

There being no further business the meeting was adjourned at 8:41 a.m.

Respectfully Submitted,

Ronda Gilliland-Lopez