



**ACE Leadership High School
Regular Meeting of the Governing Board
Wednesday, December 16, 2020
*Minutes***

MINUTES

- I.** Call to Order for Regular Meeting: Chairman Hatchell called the meeting to order at 0730
- II.** Roll Call for Quorum:
 - Members Present: Amy Ballard, Anthony Kocurek, Ronda Gilliland-Lopez, Lon Freeman, Sam Hatchell
 - Members Not Present: Courtenay Eichhorst, Crystalin Medrano
 - Other Attendees: Sean Calvert (ACE Foundation), Justin Traeger (ACE), Ralph Gonzales (ACE), Dan Hill (Counsel), Angie Lerner (Finance)
- III.** Approval of Agenda (Action)
 - a. Motion: Anthony
 - b. Second: Sam
 - c. Vote: Unanimous approval
- IV.** Approval of the November 18th, 2020 Governing Board Meeting Minutes (Action)
 - a. Motion: Lon
 - b. Second: Amy
 - c. Vote: Unanimous approval
- V.** Public Comment: No public comment
- VI.** Finance Report and Approvals (Action)
 - The financial report was presented by Ms. Lerner
 - a. Vote to approve November, 2020 Voucher Disbursements, Bank Reconciliation and Financial Reports
 - Motion: Lon Freeman
 - Second: Anthony Kocurek
 - Vote: Unanimous approval

b. Vote to approve BARs

<u>BAR #</u>	<u>Fund Description</u>	<u>Reason/Type</u>	<u>Amount</u>
001-749-2021-0008-D 24301-	Cares Act	Decrease	\$ (347)
001-749-2021-0010-IB 27502 -	Next Gen <u>Intital</u> Budget	Initial	\$ 29,475
001-749-2021-0011-I 24301-	Cares Act	Increase	\$36,667

Vote to approve all BARs:

- Motion: Sam
- Second: Tony
- Vote: Unanimous Approval

VII. Board Reports

a. Chair and Executive Committee

Timeline and Google Drive

- Justin Traeger and Amy Ballard met to review the internal timeline document for timing of Board activities.
 - Related to Board documents, Angie Lerner stated that in future she will email the financial packet for the upcoming meeting to Amy and Lon Freeman will present at the Board meeting.
 - It was noted that the Audit Committee meeting needs to be added to the timeline. It meets quarterly corresponding to the timing of the Finance Committee. Amy or Justin will add.
- Meeting documents will be organized by meeting in GoogleDocs, with a separate folder for each meeting.
 - Justin Traeger will send a link out to the Board.

Board bylaws (and Chair updates)

- Sam has created a spreadsheet for Executive Committee to work on, will be presented to Board as draft at some point.
- Justin will send Co-director evaluation template to Sam.
- Mike May has joined Mission-Specific outreach committee, Dana from AGC also on this committee.

b. Audit Committee

- Lon Freeman stated that Audit Committee will meet every quarter, will meet back to back with Finance Committee, will include ACE parent on this committee. Also need a community member with a finance background.



VIII. Foundation Report

- Foundation Board has not met since last ACE Board meeting.

IX. Co-Director's Report (Justin Traeger)

- ACE Charter renewed for 5 years
- COVID: ACE will remain in modified remote operations for now. May change in February.
 - PED requires “surveillance testing” for COVID. Also must report all positive cases.
- APS site visit report:
 - Justin Traeger summarized report.
 - Positive overall with minor corrections suggested as presented in the report.
- Justin noted that the 5-year approval comes with future work on micro-credentials and other issues. Mike May and FFE will be assisting with some efforts.

(Ralph Gonzales)

- Food pantry will be open at ACE this week, distributing 65 packs.
- Flu shot event may be canceled due to lack of interest.
- Final 4 security cameras being installed this week.
- Tiny home supplies have arrived and project can commence when possible based on COVID protocols.
- Enrollment at 203.
- 0 COVID cases recorded at ACE at this time.

X. Items for Board Discussion and Action

- a. Board Timeline (see notes above under Chair and Executive Committee)
- b. Google Drive Structure (see notes above under Chair and Executive Committee)

XI. Items for future agenda

- a. Election for Finance Chair

XII. Next Regular Meeting, Wednesday, January 27th, 2021, 7:30am

XIII. Adjournment: 0830

- a. Motion: Sam
- b. Second: Tony
- c. Vote: Approved

