



**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
April 27, 2022  
***Agenda***

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 7:30am  
*The meeting will take place at ACE Leadership High School: 1240 Bellamah Ave. NW*

*Or virtually on Zoom:*

<https://zoom.us/j/3295319549?pwd=WkFEV0FZNXhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**AGENDA**

- I. Call to Order for Regular Meeting: Meeting called to order at 7:34am
  
- II. Roll Call for Quorum:  
Members Present: Tony Kocurek, Ronda Gilliland-Lopez, Amy Ballard, Lon Freeman  
Members Not Present: Jacqueline Schlessinger, Courtenay Eichhorst, JR Tarin  
Other attendees: Zach Kirchgessner (K12 Accounting) Ralph Gonzales, (ACE) Dan Hill (Counsel), Justin Trager (ACE), Matt Salas, Student presenters (Jake, Kaila, Julia), Casey Mason (ACE)
  
- III. Approval of Agenda (Action)
  - a. Motion: Amy Ballard
  - b. Second: Tony Kocurek
  - c. Vote: Unanimously approved
  
- IV. Approval of the March 29, 2022 Governing Board Meeting Minutes (Action)
  - a. Motion: Ronda Gilliland-Lopez
  - b. Second: Lon Freeman
  - c. Vote: Unanimously approved
  
- V. Public Comment (student presentation): Jake (serving on Community School Council), Julia and Kaila (student interns)  
The interns have done community outreach, both door to door and survey. They have let them know about ACE, especially the night school program. They have also called parents to ask them about changes. Also asked about potential changes they would like to see at the school. Matt added that parents wanted more opportunities for activities after school. Jake and the Board have discussed how they can offer thing to the community that might be of use with goal of

creating community school. Kaila added that she feels this is a big step for ACE because it is helping spread the word about ACE.

## VI. Financial Report and Approvals (Action)

Lon Freeman presented the financial report for March 2022. He anticipates a \$1.8 million carryover into next year. ESSR (Cares Act) funds are large part of carryover and this is allowed. Ronda asked if these funds could be swept by the State. Dan clarified that these (ESSR) are federal funds so they cannot be swept by State. There is a plan for spend down for these funds, which will be revisited for the upcoming year. Spend per student amount nearing \$20K. Liquidity very solid.

Bank account reconciles correctly. Taxes were paid timely. P-card statement reconciles with purchase orders and invoices.

Ronda asked who were currently account signatories. Justin will follow up to see if Ronda Gilliland-Lopez can be added.

- a. Vote to approve March, 2022 Voucher Disbursements, and Financial Reports
  - Motion: Amy Ballard
  - Second: Ronda Gilliland-Lopez
  - Vote: Unanimously approved

A.	<u>BARs</u>			
	<u>BAR #</u>	<u>Fund Description</u>	<u>Reason/Type</u>	<u>Amount</u>
1	2122-0030-I	24301 - CARES Act	Final Allocation	\$ 2,592
2	2122-0031-I	11000 - Operational	3% Fourth Quarter Increase	\$ 16,893

BAR 30-I related to teleom services. 31-I is the legislated 3% raise that all ACE staff will receive.

- b. Vote to approve BARs
  - Motion: Lon Freeman
  - Second: Tony Kocurek
  - Vote: Unanimously approved
- P-card and Bank Statement Reconciliation for March, 2022
  - Motion: Tony Kocurek
  - Second: Amy Ballard
  - Vote: Unanimously approved



## VII. Board Reports

### a. Chair and Executive Committee

The Executive Committee met. Ronda stated that there were 2 people who are interested in being on the Board (Gabby Romero and Carey Carter—both on Safety Committee). Justin has another lead on a Board member. Ronda will have a follow-up conversation with Carey Carter.

### b. Industry Engagement Committee

- Matt Salas said that the Industry Engagement Committee has not been able to meet yet.

### c. Training Matrix

- Dan has asked Missy Brown for this but she has not shared.
- Justin will upload training update to report to Joseph Escobedo, we have another month for all members to meet the 8-hour requirement.

## VIII. Co-Director's Report

### a. Audit Findings Update

Justin Trager

- Good progress on audit findings.
- Foundation finding is being addressed. Angie Lerner will be the Foundation Chair. Justin and Ronda will meet with the Foundation Board. Need CPA for Foundation taxes, but these have been done for this year, so we have some time.

### b. School talking points

- Will table until May meeting.

### c. 2<sup>nd</sup> Tier policy updates

- Will get an update at the May meeting.
- ACE did some awards related to micro credentials to acknowledge students who received them. Justin said it was a great event.
- Zach said there was one board member who needs to sign the budget. He will work with Justin to get this signed.
- Justin did a presentation on the Industry Framework to a national group, which was well received.

### Ralph Gonzalez

- Facilities plans have been submitted for review, information should come back next week.
- Vans will be delivered next week; this will help a lot with transporting students.
- Extended learning projects are being very well-received. Welding very popular, drywall also underway.
- 2 AC units donated, students will learn about this system. SMART also donated a unit that can be used.
- Prom on May 14th

### Casey Mason

- SATs done, other short-cycle assessments happening.
- Really good science projects.
- Field trips happening every Wednesday to local farms, BioPark
- Family meetings next week.
- Graduation Friday, May 27th 10am

### Matt Salas

- 11 freshman committed for fall 2022
- Lots of community events planned
- Community School Grant has been released, du May 11th. Very confident that they will receive 3-year funding.
- 20 confirmations for Open House, May 4th at 5:30pm

## IX. Items for Board Discussion and Action

- a. Approval for 3% Increase to Base Salary for All Staff Including Directors/Executive Director per HB2 to be paid as increment on June 10th payroll.
  - Motion: Lon Freeman
  - Second: Tony Kocurek
  - Vote: Unanimously approved
- b. Consideration of change to part-time benefits policy to cover staff at .6 FTE  
This policy was shared with the Board prior to the meeting for their review.
  - Motion: Tony Kocurek
  - Second: Ronda Gilliland-Lopez
  - Vote: Unanimously approved



X. Items for future agenda SEE ABOVE

- School Talking Points (Justin Trager)
  
- 2<sup>nd</sup> tier policy review update (Justin Trager)

XI. Next Regular Meeting, Wednesday, May 25, 2022 7:30am

XII. Adjournment:

- a. Motion: Amy
- b. Second: Tony
- c. Vote: Unanimously approved

Meeting adjourned at 8:38am