



**ACE Leadership High School
Regular Meeting of the Governing Board**

January 27, 2021

Minutes

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 7:30am
*The meeting will take place at MCA/SMACNA: 4901 Chappell Drive NE, Albuquerque, NM 87107
Or virtually on Zoom:*

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

Meeting ID: 329 531 9549

Passcode: 4MWCqM

MINUTES

- I.** Call to Order for Regular Meeting: Sam Hatchell called the meeting to order at 7:37am
- II.** Roll Call for Quorum:
Members Present: Ronda Gilliland-Lopez, Amy Ballard, Tony Kocurek, Lon Freeman, Sam Hatchell
Members Not Present: Crystalin Medrano, Courtenay Eichhorst
Other Attendees: Angie Lerner, Justin Traeger, Ralph Gonzales, Dan Hill
- III.** Approval of Agenda (Action)
 - a. Motion: Sam Hatchell
 - b. Second: Ronda Gilliland-Lopez
 - c. Vote: Unanimously approved
- IV.** Approval of the December 16th, 2020 Governing Board Meeting Minutes (Action)
 - a. Motion: Amy Ballard
 - b. Second: Lon Freeman
 - c. Vote: Unanimously approved
- V.** Public Comment: No public comment
- VI.** Finance Report and Approvals (Lon Freeman)
 - a. Lon Freeman reminded the Board that members do take on personal risk. This can be mitigated by making sure that we review minutes and financial reports before the meeting and come prepared with questions. There will be no detailed discussion of financials during the Board meeting.

The Board inquired of Management whether all form 940 and 941 returns have been timely filed and related taxes timely remitted. This will be inquired of Management at least quarterly. Management (Angie Lerner) responded that these have been submitted timely.

Lon Freeman reviewed the financial report. Finance Committee is confident that funds are being appropriately handled.

- b. Vote to approve December, 2020 Voucher Disbursements, Bank Reconciliation and Financial Reports
 - Motion: Tony Kocurek
 - Second: Sam Hatchell
 - Vote: Unanimous approval

- c. Vote to approve BARs
 - 12-T, re-class of Perkins to fixed assets for virtual welder, no net impact
 - 13-M moving budget to maintenance costs, reclassification, not net impact
 - 14-T, moving SB 9 monies to reflect taxes paid in expenditures
 - Motion: Lon Freeman
 - Second: Tony Kocurek
 - Vote: Unanimous approval

VII. Board Reports

- a. Chair and Executive Committee
 - i. Strategic Planning Document (Sam)
 - ii. Board and Committee Structure Document (Sam)

These two documents have been compiled into a single document. This will need to be integrated into Board documents. Sam will send out to the full Board for review prior to next month's Executive Committee.

- iii. Evaluation Process Planning

Sam shared the document that is used by Siembra Charter School. This will be the template for our process with Justin's review. Evaluation needs to be completed at least a 2 months before contract expiration (end of school year). This would put us in April.

Sam will circulate document to Board and Justin for feedback and will bring to a future Board meeting. March Executive Committee will bring Justin in to report results after Board and Justin have reviewed, for finalization.

- b. Audit Committee

February 18th will be first meeting in conjunction with Finance Committee. Audit Committee has been formed.

VIII. Foundation Report (no report)



IX. Co-Director's Report

[Justin reviewed the Google Drive structure. All Board members should have access. Amy will send link to Google Drive prior to the meeting as a reminder to access Board documents. Send meeting documents for upload to Google Drive to Amy for upload.]

Ralph Gonzales reported on:

- infrastructure improvements taking place at ACE.
- Enrollment stands at 209 students.
- COVID surveillance process is in place. 3 reported cases to date, off-campus.
- Materials distribution is going well.

Justin Traeger reported on:

- Governor's school reopening plans. All Schools can return February 8th for hybrid learning with protocols in place. ACE is resuming Special Ed interventions on Monday. ACE will bring in small groups for now with a goal of hybrid courses in the 3rd trimester. Full remote learning and remote work for staff will continue as an option.
- Need to show evidence of growth in Board training before the APS site visit. Board needs to make this happen.
- Current Interpreter is going to become a Special Ed teacher. Community Engagement Director is not returning after this school year. This position is posted.
- AGC/YDI/FFE conversation. Linking to AGC's pre-apprenticeship. YDI students will have option to enter pre-apprenticeship. Pre-apprenticeship instruction will occur at ACE for these students.
- Industry framework project is continuing.
- Capital outlay plans include quote for outdoor lighting, new solar gates, cameras, etc. Funds will be encumbered. Next year's planned request of \$35,000 for student-designed and installed solar system.
- Ronda Gilliland-Lopez inquired regarding legislative update. Justin mentioned that hold harmless could be challenging regarding ACE enrollment. It would be good to get a list of Bills that are impactful. SB 40, HB 83, SB 51 are bills that might impact.

X. Item's for Board Discussion and Action

- a. Finance Chair Election

Sam nominated Lon Freeman to be Finance Chair

Motion: Sam Hatchell

Second: Ronda Gilliland-Lopez

Unanimous Approval

b. Coordination, scheduling and documentation of Board training

Dan can provide some training for Board, also the PED has a very good system for training. Justin sent this link out to the Board this morning. Justin asked if the Board Retreat could count for training hours (3 hours). Dan will check with Misty if we can retroactively count these hours.

Joseph Escobedo's framework training would count as well, but PED will need documentation from Joseph. We will try to schedule this in February.

Amy will send out PED sign up link for trainings. Justin has added a training document to our Board documents.

XI. Items for future agenda

a. Staff professional growth (Justin and Ralph)

Justin will have policy drafted for Board regarding staff professional development. Board will review at next meeting.

XII. Next Regular Meeting, Wednesday, February 24th, 7:30am

XIII. Adjournment:

a. Motion: Sam Hatchell

b. Second: Amy Ballard

c. Vote: Unanimous approval



**ACE LEADERSHIP
HIGH SCHOOL**

Building Leaders with AGC