

**ACE Leadership High School  
Regular Meeting of the Governing Board**  
September 22, 2021

ACE Leadership High School, 1240 Bellamah Ave. NW, Albuquerque, NM  
Or virtually on Zoom:

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

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**MINUTES**

- I. Call to Order for Regular Meeting: Meeting called to order at 7:36am
- II. Roll Call for Quorum:  
Members Present: JR Tarin, Ronda Gilliland-Lopez, Courtenay Eichorst, Lon Freeman, Tony Kocurek, Amy Ballard, Jacqueline Schlessinger  
Members Not Present:  
Other Attendees: Justin Trager (ACE), Ralph Gonzales (ACE), Dan Hill (Counsel), Angie Lerner (K-12 Accounting), Matt Salas (ACE), Sean Calvert (ACE Foundation)
- III. Approval of Agenda (Action)
  - Motion: JR Tarin
  - Second: Ronda Gilliland-Lopez
  - Vote: Unanimously approved
- IV. Approval of the August 25<sup>th</sup> Governing Board Meeting Minutes (Action)
  - Motion: JR Tarin
  - Second: Tony Kocurek
  - Vote: Unanimously approved
- V. Public Comment: No public comment
- VI. ACE student/staff presentation

ACE Instructor Sofia Bouchet and student Isaiah, did presentation of English language arts/New Mexico history project through the lens of neighborhoods in Albuquerque.  
Barelas and and Martineztown included.



VII. Finance Report and Approvals (Action)

Lon Freeman gave the financial report. He stated that taxes were remitted timely. He said that the Finance and Executive Committees will be working on resolution related to spend down of carryover funds, which should come to the full Board in the next meeting cycle.

- Vote to approve August 2021 Voucher Disbursements, Bank Reconciliation and Financial Reports
  - Motion: Amy Ballard
  - Second: JR Tarin
  - Vote: Unanimously approved
  
- Vote to approve P-card and Bank Statement Reconciliation for July and August 2021  
Lon presented that the balances are \$0.00 at this time.
  - Motion: Lon Freeman
  - Second: Tony Kocurek
  - Vote: Unanimously approved

- Vote to approve August 2021 BARs  
All BARs are maintenance items and represent no net changes overall:

BAR #	Fund Description	Reason/Type	Amount
2122-0001-M	24308-CRRSA, ESSER II	1000 Function Maintenance	\$ -
2122-0002-M	24101-Title I ESEA	2XXX Function Maintenance	\$ -
2122-0003-M	11000-Operational	1000 Function Maintenance	\$ -
2122-0004-M	11000-Operational	2XXX Function Maintenance	\$ -
2122-0005-M	24308-CRRSA, ESSER II	2XXX Function Maintenance	\$ -

- Motion: JR Tarin
- Second: Amy Ballard
- Vote: Unanimously Approved

VIII. Board Reports

- Chair and Executive Committee

Chairman Gilliland-Lopez reported that she is working on the Board Retreat agenda for October 6<sup>th</sup> with Justin and Everett (consultant). She confirmed that the Governing Board would meet from 8-8:30am before the retreat for regular meeting and that we would have an October 22<sup>nd</sup> to review financials only.

Regarding the Calendar of events, this is still planned, but has been de-prioritized due to more pressing needs at this time. However the Board did clarify that we would like to know what events are planned, even with an email. Communications should include details regarding what our role would be at a given event and how we can best help.

IX. ACE Foundation Report (Sean Calvert)



Sean Calvert reported that the Foundation's activities are currently limited to donations and payments of the lease. Other than that there is not much activity. There are 4 committee members currently. Fundraising is not a major concern at this time. Considering a possible construction coach position that could be funded via the Foundation.

Dan Hill suggested a retreat item to determine what the Board would like to see from the Foundation in terms of a financial report, since it is an auditable component of the ACE portfolio.

#### X. Co-Director's Report

Ralph:

- COVID vaccinations are doing well, many are vaccinated
- Enrollment: 187
- Anticipated additional 2 students at this time, 1 withdrawal
- Stretch goal: 210
- Working through issues with new students, nothing too challenging.
- Planning to provide stipends for industry folks to come to ACE to work with students. Difficult to find industry participants.
- Facility: The open plan contributes to acoustical and control challenges. Have added portables, which will add operational space in building.

Sean Calvert suggested to do this as an improvement to the building as opposed to portables.

Dan Hill recommended to reconsider the Facilities Master Plan as buildings are added. Also good because the additions are all instructional space, not administrative. Find out if outdoor space can be counted as instructional. Will not go out for RFP, using pre-approved contractor. School funds.

Ronda reminded us to be mindful of the upcoming Mill Levy bond.

Justin:

- Difficult to hire staff.
- Ready to fill teacher position Staff is stretched.
- Drafted community letter highlighting successes and plans that will come from Justin and Ronda that we need to share with our connections. Will be sent to State, superintendents, etc. We can distribute, or let Justin know who to send too. 4 open APS Board seats including officers.
- Amy asked if we can do anything to support instructors in order to encourage them. Justin said he is considering this. Dan said that Foundation funds could be used and this is happening in some schools.

Matt: Newsletter will come out. Board would like invite to flag football games.



XI. Items for Board Discussion and Action

Dan Hill reviewed 3 policies with the Board including polices on FERPA, IPRA and Nepotism/Board conduct.

- Vote to approve ACE Policies on FERPA, IPRA and Nepotism/Board Conduct
  - Motion: Lon Freeman
  - Second: Tony Kocurek
  - Vote: Unanimously approved

XII. Items for future agenda

- Board Retreat Item: What would the Board like to see presented in terms of ACE Foundation Financials?

XIII. Next Meeting, pre-Retreat, October 6<sup>th</sup> 8:00am at SMACNA

Meeting to Review Financials only: October 22<sup>nd</sup>, 8:00am ACE HS or virtual

XIV. Adjournment:

- Motion: Courtenay Eichhorst
- Second: Amy Ballard
- Vote: Unanimously approved